Apr. 89 -

URBAN/MUNICIPAL

CITY OF HAMILTON
FINANCE COMMITTEE

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CITY HALL
HAMILTON, ONTARIO
L8N 3T4

THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK

1989 April 13

NOTICE OF MEETING

Finance Committee
Tuesday, 1989 April 18
2:00 o'clock p.m.
Room 233, City Hall

John Thompson, Secretary
Finance Committee

JT:mjw

AGENDA

1. Approval of the Minutes of the last regular meeting held 1989 April 04.

2. 1989 GRANT APPEALS

3. DIRECTOR OF PROPERTY

   Security Personnel - Daytime - City Hall

4. CITY SOLICITOR

   Dofasco Inc. Assessment Appeal

5. TREASURER

(a) Financing of Butler Award regarding Library/Market Construction

(b) Application for Tax Exempt Status - Occupation Health Clinic for Ontario Workers (Hamilton)

(c) Write-off of Outstanding Business Taxes

(d) 1989 Business Improvement Area Levy By-laws

6. NEW BUSINESS

7. ADJOURNMENT

OUTSTANDING ITEMS

FINANCE COMMITTEE

	ITEM	ORIGINAL DATE	ACTION	STATUS
1.	Vehicle Fleet Leasing Proposal	1988 October	Treasurer	Report Pending

Tuesday, 1989 April 04
2:00 o'clock p.m.
Room 233, City Hall

The Finance Committee met.

Present:
Alderman W. M. McCulloch, Chairman
Alderman D. Drury, Vice-Chairman
Mayor R. M. Morrow
Alderman T. Cooke
Alderman G. Copps
Alderman F. Lombardo
Alderman J. Gallagher
Alderman T. Murray
Alderman J. Smith (joined meeting at approximately 4:00 o'clock p.m.)

Also Present:
Mr. E. C. Matthews, Treasurer
Mr. R. I. Hammel, Manager of Budgets
Mr. K. Beattie, Grants Co-ordinator
Mr. D. Vyce, Director of Property
Mr. T. Bradley, Manager of Purchasing
Mr. J. Thompson, Secretary

1. MINUTES

The minutes of the meeting of the Finance Committee held 1989 March 21 were received and adopted as circulated to the members.

2. 1989 GRANT APPEALS

The Committee was in receipt of a report of the Grants Co-ordinator dated 1989 March 31 advising that at its meeting held 1989 March 21, the Finance Committee approved the first set of General Grant Recommendations relative to the existing Grants. The applicants were notified of the recommendations to determine if an appeal would be made against the recommendation.

The Committee proceeded to meet with the following first group of applicants who have requested an appeal:

Time	Applicant	Grant Request	Recommended Amount	Grant Category
2:00 p.m.	Opera Hamilton	$174 270	$157 000	C
2:15 p.m.	Hamilton-Wentworth Creative Arts Inc.	$114 150	$ 45 000	2
2:30 p.m.	Ensemble Sir Ernest MacMillan	$ 7 000	$ 5 470	1
2:45 p.m.	Hamilton Olympic Club	$ 1 500	$ Nil	N/A
3:00 p.m.	Hamilton Artists Inc.	$ 4 000	$ 2 000	2
3:20 p.m.	Theatre Aquarius	$ 45 000	$ Nil	2

Consistent with the appeal procedure established in 1988, each applicant was allowed to make a presentation after which the Committee asked questions, made comments and took each appeal under advisement and agreed to make a decision on the appeals prior to the conclusion of the meeting.

It was noted that the present balance of Unallocated Grant Funds is $121 190 which would be used to fund all appeals at this and future meetings as well as funding the new requests in the amount of $204 224. As agreed at the last Finance Committee meeting, the existing grants are to be finalized prior to proceeding to consider the new Grant requests.

Following consideration of each appeal and at the conclusion of the meeting, the Committee agreed to submit to submit the following recommendations to City Council for approval.

That the first set of Appeal Recommendations for the existing 1989 General Grants as outlined below in the total amount of $287 340, be approved and that these grants be funded from within the appropriate grants accounts.

Applicant	1989 Grant Request	Original Recommended Amount	Recommendation on Appeal Amount	Category (*)
Opera Hamilton	$ 174 270	$ 157 000	$ 164 100	C
Creative Arts Inc.	$ 114 150	$ 45 000	$ 80 000 (#)	2
Ensemble Sir Ernest MacMillan	$ 7 000	$ 5 000	$ 7 000	1
Hamilton Olympic Club	$ 1 500	$ Nil	$ Nil	N/A
Hamilton Artists Inc.	$ 4 500	$ 2 000	$ 2 000	2
Theatre Aquarius	$ 45 000	$ Nil	$ 34 240	2
	$ 346 420	$ 209 470	$ 287 340	

(*) KEY

C = Committed Grants
1 = Traditional Grants (allows for 4.5% increase)
2 = Fixed Grants

(#) Recommendation for Creative Arts Inc. allocated as follows:

$ 45 000	Festival of Friends
5 000	Drum Corps International contingent on receiving concession rights at Ivor Wynne Stadium for the event from Parks and Recreation Committee.
$ 30 000	Festival of World Friends conditional on the event taking place in Dundurn Park.
$ 80 000	

The request from the Canadian Centre for Occupational Health and Safety for a grant in the amount of $2 000 to host a civic dinner was referred to the Legislation Committee for consideration.

3. BELL CAIRN SCHOOL

As outlined in a report of the Director of Property dated 1989 March 23, the Committee agreed to submit the following recommendation to City Council for approval.

That approval be given to inform the Board of Education for the City of Hamilton that the City has no requirements for Bell Cairn School on Beach Boulevard.

NOTE: The City is in receipt of a letter from the Board of Education for the City of Hamilton advising that Bell Cairn School on Beach Boulevard is surplus to their requirements and available for sale.

City Departments were circularized for comments on their requirements of this school.

For the information of the members of City Council, the Ministry of Correctional Services is in the process of purchasing Bell Cairn School to be used as a Staff Training and Development Centre.

4. MOBILE RADIO MAINTENANCE, VARIOUS CIVIC DEPARTMENTS

As outlined in a report of the Manager of Purchasing dated 1989 March 29, the Committee agreed to submit the following recommendation to City Council for approval.

That a purchase order be issued to G.E. Mobile Communications Inc., Hamilton, for mobile radio maintenance for various civic departments during 1989, 1990 and 1991, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, as follows:

1989 - $ 33 910.92
1990 - $ 34 131.12
1991 - $ 36 643.80

NOTE: Lowest of four (4) tenders received. Funds provided in various Mobile Radio Maintenance Accounts.

5. SUPPLY AND DELIVERY OF ELECTRIC LIGHT BULBS, PURCHASING STORES

As outlined in a report of the Manager of Purchasing dated 1989 March 28, the Committee agreed to submit the following recommendation to City Council for approval.

That purchase orders be issued for the supply and delivery of electric light bulbs as and when required for Purchasing Stores during 1989, in accordance with specifications issued by the Manager of Purchasing and Vendors' tender, as follows:

(a) WESTINGHOUSE/WESCO, HAMILTON

Approximate value of order - $ 82 809.96
Terms 2% 10 days, net 30
Discount off items not listed - 50%
Provincial sales tax extra at 8%

(b) NEDCO, DIVISION OF WESTBURNE, HAMILTON

Approximate value of order $ 25 617.59
Terms 2% 10 days, net 30
Discount off items not listed 45%
Provincial sales tax extra at 8%

(c) GUILLEVIN INTERNATIONAL INC. HAMILTON

Approximate value of order $ 32 277.81
Terms 2% 10 days, net 30
Discount off items not listed 40%
Provincial sales tax extra at 8%

NOTE: The suppliers being recommended have bid the lowest unit prices of nine (9) tenders received on the 200 types of light bulbs that are included in the tender. Funds are provided in various stock inventory accounts.

6. EMERGENCY REPAIRS TO GAS LINE, IVOR WYNNE STADIUM

As outlined in a report of the Manager of Purchasing dated 1989 March 23, the Committee agreed to submit the following recommendation to City Council for ratification.

That a purchase order be issued to Union Gas Limited, Hamilton, in the amount of $17 506.10 for emergency repairs to the gas line at Ivor Wynne Stadium.

NOTE: Only supplier available. Funds provided in Operating Account No. CH56103-31339.

As the gas service has been turned off to the entire Ivor Wynne Complex until these repairs have been completed, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

7. MAJOR REPAIR AND ENGINE REPLACEMENT IN GARBAGE PACKER NO. 9115

As outlined in a report of the Manager of Fleet Services dated 1989 March 29, the Committee agreed to submit the following recommendations to City Council for approval.

(a) That approval be given to replace the engine in Garbage Packer No. 9115 as follows:

Engine replacement $5 950 plus tax, engine core charge $3 750 and miscellaneous parts charges of approximately $3 000 for a total cost of $12 700 plus tax.

(b) That this expenditure be charged to the Major Repair Reserve Account No. RF55024 25203.

8. REPAIRS TO FIRE DEPARTMENT PUMPER NO. 8

As outlined in a report of the Manager of Fleet Services dated 1989 March 29, the Committee agreed to submit the following recommendations to City Council for approval.

(a) That approval be given for major body repairs to Fire Department Pumper No. 8, Licence CA3658 and that this work be awarded to C. E. Hickey and Sons in the amount of $21 875.

(b) That this expenditure be charged to Account No. CH57105-48005, Repairs and Maintenance Automotive Equipment - Fire Department.

9. REPLACEMENT VEHICLE NO. 9306

As outlined in a report of the Manager of Fleet Services dated 1989 March 29, the Committee agreed to submit the following recommendation to City Council for approval.

That Vehicle No. 9306, a 1982 Ford Pickup instead of Vehicle No. 9318, a 1982 Ford Van, be replaced from the 1989 Equipment Reserve Account.

10. HOLY SPIRIT CENTRE - REQUEST FOR TAX EXEMPT STATUS RETROACTIVE TO 1988 JANUARY 01

The Committee was in receipt of a report of the Treasurer dated 1989 March 31 recommending the following.

(a) That the Sisters of Social Service (Holy Spirit Centre) be granted tax exempt status on a portion of the property at 88 Fennell Avenue West effective 1989 January 01, and

(b) That the City Solicitor be authorized and directed to prepare the City By-law, based on Bill Pr 61 known as "The Sisters of Social Service Act, 1988" which received Royal Assent on 1989 February 27, to allow tax exempt status on that portion of property at 88 Fennell Avenue West to which the Bill pertains, as at 1989 January 01.

Mr. John S. Millar, Solicitor and Father John Baretta appeared before the Committee representing the Holy Spirit Centre which is operated by the Sisters of Social Service. Father Baretta addressed the Committee and recommended that in the spirit of the decision made by the Finance Committee in February, 1988 to support the Sisters of Social Service in their pursuit to obtain tax exempt status, the proposed City By-law be retroactive to 1988 January 01.

It was moved by Alderman Gallagher, seconded by Alderman Lombardo that the by-law be retroactive to 1988 June 15. Motion lost.

Following consideration, the Committee agreed to recommend to City Council that the tax exempt status be effective as at 1988 February 02 which is the date the Finance Committee met with the delegation from the Holy Spirit Centre and agreed to recommend to City Council that the City support the Sisters of Social Service in their pursuit to obtain tax exempt status.

11. REQUEST FOR ADDITIONAL FUNDS FROM STANDING COMMITTEES

As outlined in a report of the Treasurer dated 1989 March 30, the Committee agreed to submit the following recommendations to City Council for approval.

(a) That, in the event a Standing Committee approves of a program or service for which no funds have been budgeted in 1989, the Standing Committee find the required funds within their own Committee budget responsibility, and

(b) That, in order to accommodate any of these additional requirements, the department/board identify a saving or service reduction/deletion in a specific area of their budget.

12. 1989 INVOLVEMENT IN MUNICIPAL ADMINISTRATION PROGRAM

As outlined in a report of the Treasurer dated 1989 March 28, the Committee agreed to submit the following recommendation to City Council for approval.

That the Treasurer be authorized to make application to hire one student under the Involvement in Municipal Administration Program - 1989 for an 18 week period commencing 1989 May 01 and terminating 1989 September 09. The net City's share of this program in the amount of $2 700 has been provided in Treasury Account No. CH51001-25110 in 1989.

13. 1989 APPLICATION FOR ROADWAY SUBSIDY

As outlined in a report of the Treasurer dated 1989 March 23, the Committee agreed to submit the following recommendation to City Council for approval.

(a) That the Treasurer be authorized to make application to the Minister of Transportation for the City of Hamilton 1989 Normal and Supplementary Applications for subsidy under the Public Transportation and Highway Improvement Act, as follows:

	Total Expenditure (1)	Estimated Subsidizable Expenditure (2)	Subsidy Dollars (3)
Normal Application			
Maintenance	$ 9 218 680	$ 8 566 820	$4 283 410
Construction	$ 5 130 660	$ 3 694 180	$1 847 090
	$14 349 340	$12 261 000	$6 130 500
Supplementary Application			
Construction	$ 8 113 350	$ 5 690 050	$2 845 025
Traffic Signal Installation	$ 40 000	$ 40 000	$ 20 000

(b) That the Treasurer be authorized to petition the Minister for subsidy payments as necessary.

The meeting then adjourned.

Taken as read and approved,

ALDERMAN W. M. McCULLOCH, CHAIRMAN
FINANCE COMMITTEE

John Thompson, Secretary
1989 April 04

Typed by M. J. Walton

FOR INFORMATION

2.

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. D. K. Beattie
Grants Co-Ordinator

DATE: 1989 April 13
COMM FILE:
DEPT FILE:

SUBJECT: 1989 GRANT APPEALS

D. Kevin Beattie

BACKGROUND:

At the Finance Committee meeting of March 21, 1989 the Committee approved the General grant recommendations relative to the existing grants. The applicants were notified of the recommendations to determine if an appeal would be made of this recommendation.

In addition the Grants Review Group has made recommendations on several Convention/Reception Grants in accordance with the procedures that were approved by City Council February 28, 1989. These procedures allow for the Grants Review Group applying the funding formula of $4 per participant to a maximum of $1,500 for the Convention/Reception grants. Once notified of this recommendation the applicant may appeal this decision to the Finance Committee.

Outlined below is a summary of the second set of applicants who have requested an appeal:

Time	Applicant	Grant Type	Grant Request	Recommended Grant Amount	Recommended Grant Category
2:00 p.m.	Hamilton Pontiacs Ladies Softball Team	General	$1,090	Nil	N/A
2:15 p.m.	Transway Basketball Club	General	4,000	Nil	N/A
2:30 p.m.	Theatre Terra Nova	General	5,000	$3,660	1
2:45 p.m.	Hamilton & District Soccer Association	General	850	Nil	N/A
3:00 p.m.	Hamilton Children's Choir	General	700	Nil	N/A
3:15 p.m.	Hamilton Ladies Slo-Pitch	Convention/ Reception	7,000	1,500	C/R
3:30 p.m.	Veteran's Society of Hamilton	Convention/ Reception	29,050	1,500	C/R

Attached are the grant applications and/or supporting material for each applicant.

Consistent with the appeal procedure the applicants will make a fifteen minute presentation, after which the Committee may ask questions, make comments and take the appeal under advisement. A decision on the appeal should be made prior to the conclusion of the meeting.

The present balance of the unallocated Grant Funds is $33,320 (note an additional $10,000 has been allocated to the Convention/Reception Grants) which would be used to fund all appeals at this and future meetings as well as funding the new requests of $204,224. As agreed at the March 21, 1989 Finance Committee meeting the existing grants are to be finalized prior to proceeding with the new Grant requests.

2:00

164 East 45th Street,
Hamilton, Ontario,
L8T 3K3,
October 9, 1988.

J.G.H.		
T.B.		
D.D.		

Mr. D. K. Beattie,
Grants Co-ordinator,
The Corporation of the City of Hamilton,
71 Main Street West,
Hamilton, Ontario.
L8N 3T4

Re: 1989 Grant Applications

Dear Mr. Beattie:

Thank you for recently forwarding the 1989 grant application for completion. Enclosed is the completed form for the Hamilton Pontiacs Ladies Softball Team. We are requesting assistance to continue our operation within the City of Hamilton for the 18th consecutive year.

As in prior years, we continue to find it difficult to operate within the City due primarily to the high costs of the park facility. Previus grant requests have allowed us to continue our operation while incurring increasing operating costs in other areas (i.e. affiliation fees, equipment, umpire) Other organizations, who are city representatives within our league, receive similar consideration and obtain reduced rates for their facilities (many paying only $1.00 for the entire season).

Therefore, we again request your assistance in presenting our situation to the Grants Committee for their consideration.

As indicated in the grant request, we have budgeted for new uniforms for 1989 which has added substantially to our cost. At present, we have not obtained a sponsor for 1989 to cover the cost of these new uniforms but are working toward this solution. If necessary, the additional expenditure in uniforms can be deferred one more year with the result that our deficit, assuming the grant request is met, will be met with additional fund raising activities ($2,901 - $1,782 = $1,119).

Enclosed is a copy of our actual expenses for 1988 as well as our proposed expenditures for 1989. I trust that this information is sufficient for substantiation of our 1988 grant.

If further information is required, please contact me at 388-0060 (home) or 982-6558 (work).

Again, thank you for your assistance. We appreciate the time and effort that it takes to review and consider all of the grant applications received and trust that our application will be met with a favourable response.

Yours truly,

HAMILTON PONTIACS,

Miss Valerie Barker,
Manager.

Encls.

THE CORPORATION OF THE CITY OF HAMILTON

Each organization applying for a grant is required to complete this form annually and forward same to Mr. D. K. Beattie, Grants Co-ordinator, Treasury Department, City Hall, 71 Main Street West, Hamilton, L8N 3T4 (telephone 526-2739), together with their supporting information indicated, on or before October 15.

THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

In the event that more space is required in replying to any question, please use a supplementary sheet and attach to the application.

A. NAME, ADDRESS AND TELEPHONE NUMBER OF ORGANIZATION:
Hamilton Pontiacs Ladies Softball Team
c/o 164 East 45th Street
Hamilton, Ontario
L8T 3K3
LIAISON PERSON Valerie Barker PHONE NO. 388-0060

B. AMOUNT OF GRANT REQUEST: $ 1,088.00

C. PURPOSE OF GRANT: (Indicate)

X CONTINUING GENERAL ACTIVITIES (OPERATING)
____ CAPITAL
____ ONE TIME - SPECIFIC PURPOSE

D. IF OPERATING GRANT, CALCULATE THE CITY'S CONTRIBUTION AS A PERCENTAGE OF YOUR TOTAL OPERATING BUDGET:

	AMOUNT	%
- OPERATING BUDGET - NOT INCLUDING GRANT REQUEST	$ 4,992	82.1
- CITY'S CONTRIBUTION (GRANT REQUEST)	$ 1,088	17.9
TOTAL OPERATING BUDGET	$ 6,080	100%

NOTE: In most cases the approved grant may be limited to a maximum of 25% of the total operating budget after the initial grant year. The total operating budget must include any relevant charges for City property rentals and cost recovery of services.

FOR CITY USE ONLY

RECOMMENDATION

1) GRANTS SUB-COMMITTEE	2) FINANCE COMMITTEE	3) CITY COUNCIL	4) APPEAL
$ _____	$ _____	$ _____	$ _____
CATEGORY ____	CATEGORY ____	CATEGORY ____	

GRANT PAYMENT
- UPON CITY COUNCIL APPROVAL $_____
- OTHER DATE OR INSTALMENTS $_____ _____ (date)
$_____ _____
$_____ _____

THE CORPORATION OF THE CITY OF HAMILTON

8. For what purpose are the requested grant funds to be utilized within your organization? Be specific.

The park costs requested are for league competition and allow us to maintain similar equipment and field conditions available to other teams within our league. The grant is requested to allow us to participate on an equal level with other teams, from other cities, within our league.

9. For what reason does your organization merit the use of public funds for the purpose indicated above?

Any team, particularly amateur, operating in the competitive sport that we are in, could not survive longterm given our park costs. They are substantially higher than those of other teams within our league. (In many cases, they are five to six times higher - some teams pay nothing, while other teams pay an administrative fee of $1). As a result, the park costs add significantly to our operating expenses. Ladies softball does not receive significant corporate funding to compensate for these and other costs of operation.

10. a) Has the organization requested financial assistance in the last twelve months from other organizations, e.g. Federal, Provincial, or Municipal Governments, Private Corporations, Foundations, etc? YES X No ____

If Yes, complete the following:

Date of Application	From Whom Requested	Amount Requested	Approved or Denied Amount
January 1988	Hamilton Tiger-Cat Athletic Trust		$500.00

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON--WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

b) Are any funds outlined above conditional upon City assistance. If yes, what are the ramifications of the City denying a Grant?

As indicated, the funds above have been received and used for the 1988 season. At this time, sponsorship and funding from the Trust Fund is uncertain and questionable. Both funds are provided on a yearly basis and are not guaranteed. City assistance aid s in our presentation to both organizations as it substantiat the support as City representatives.

11. What other steps are being taken to increase revenues? Examples should be given such as increasing your membership or admission fees.

Players contribute a registration fee and participate in fund raising activities such as the Ontario Volleyball Association Lottery, garage sales, cheese sales, etc. A small sum is often received from contributions volunteered by spectators at our home games.

THE CORPORATION OF THE CITY OF HAMILTON

12. Does this organization provide a service for which a charge is made? Some examples are admission fees, membership fees and rental charges. If answer is "yes", give details.
Only players are charged a fee. In 1989, the fee would be approximately $50.00 per player. However, when a person has financial difficulty in paying this fee, it is sometimes waived or we work to find other methods of payment.

13. Have you received funding from the City in prior years? If so, when and how much?

Year		Requested Amount	Approved Amount
1985		$	$ 850.00
	continuing	1,008.00	890.00
1986	one-time	$ 1,240.00	$ 1,160.00
1987		$ 1,088.00	$ 890.00
1988		$ 1,088.00	$ 930.00

14. What are your estimated grant requests from the City of Hamilton for the next three years (exclusive of the present grant application year)?

Year		Amount
1990	($72 x 16)	$ 1,152
1991	($76 x 16)	$ 1,216
1992	($80 x 16)	$ 1,280

THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

NOTE: An organization receiving a grant will NOT automatically qualify for continuing funding, and will be subject to annual evaluation.

15. What are the consequences to your organization of receiving no funding from the City of Hamilton?
Funds currently allocated to equipment would need further review to determine what could be excluded. Increases would be necessary to player registration fees. These could hamper our operating activity. Players already pay all travel and accommodation costs which total approximately $2,000 per year.

Termination of activities is a possibility.

THE CORPORATION OF THE CITY OF HAMILTON

16. Will your organization ever be self-supporting? If yes, when?
Park costs at current levels may prohibit achieving total self-supporting status. Our activities do not generate revenue and costs (i.e. umpires, equipment, affiliation and tournament fees) continue to escalate.

If no, how will your service be continued if financial assistance is terminated in the future by the City?
Termination of support would necessitate total review of our objectives and resources. We would not "fold" our team automatically as we have successfully represented the City for 18 years and would like to continue to do so. However, our first class representation of the City would suffer dramatically. Our short term prospects would be somewhat stable on a partial representation basis. Our longterm situation would be unknown.

17. Would your organization agree, subject to your availability and if requested by the City, to perform or otherwise provide your services at public functions or events, free of charge?
Our service is sportsmanship for our players, entertainment to fans of competitive ladies fastball, and a representative sample of skilled softball in Hamilton.

Yes, we would do so as per your request and our availability.

18. List the Executive Officers of your organization.

Name and Title	Address	Telephone Number Business	Telephone Number Home
Manager: Valerie Barker	164 East 45th Street Hamilton, Ontario L8T 3K3	982-6558	388-0060
Coach: Debbie Carter	7 East 21st Street Hamilton, Ontario	982-5042	383-3276

THE CORPORATION OF THE CITY OF HAMILTON

19. Submit an estimate of operating revenues and expenditures for your organization's fiscal year for which the grant is requested and a statement of operating revenues and expenditures for the preceding year in the attached form (Exhibit 1), together with the details of salaries and benefits (Exhibit 2). In addition, submit your organization's financial statements for the preceding fiscal year including details of assets and liabilities (balance sheet). Audited financial statements are preferred, and required if your grant request is $5,000 or more; however, if it is not normal practice to have an audited financial statement prepared, have your Treasurer submit your own financial statement. If the aforementioned financial statements are not presently available, these must be submitted as soon as possible, and in any event, before the grant is paid.

Please see attached

October 9, 1988
Date

NOTE: I understand by signing this application that the City of Hamilton makes no commitment to the payment of any grant prior to final City Council approval. I also agree to submit a report within the grant calendar year outlining the success of the organization and the allocation of grant monies.

Valerie Barker

Manager
Name and Title of Officer Making Application

Signature of Officer Making Application

Home: 388-0060
Business: 982-6558
Telephone Number

HAMILTON PONTIACS' LADIES SOFTBALL TEAM

STATEMENT OF REVENUES AND EXPENDITURES

DESCRIPTION	FISCAL YEAR ENDING ACTUAL 1988	ESTIMATE 1989	INCREASE/DECREASE OVER PREVIOUS YEAR $	%
REVENUE				
Sponsor	$500	$500	$0	0.0%
Player Registration	$560	$800	$240	42.9%
Other Income	$2,102	$3,500	$1,398	66.5%
Spectator Contribution	$139	$192	$53	38.1%
Accommodation	$0	$0	$0	ERROR
City Of Hamilton	$930	$1,088	$158	17.0%
Total Revenue	$4,231	$6,080	$1,849	43.7%
EXPENDITURES				
Accommodations	$22	$0	($22)	-100.0%
Uniforms	$211	$2,347	$2,136	1012.3%
Affiliation Fees	$235	$275	$40	17.0%
Tournament Fees	$635	$905	$270	42.5%
Park Rental	$821	$1,088	$267	32.5%
Umpire Fees	$389	$640	$251	64.5%
Practice Space Rental	$5	$256	$251	5020.0%
Equipment	$500	$1,190	$690	138.0%
Administration	$434	$350	($84)	-19.4%
Jackets/Sweatshirt/Bags	$906	$1,930	$1,024	100.0%
Total Expenses	$4,158	$8,981	$4,823	116.0%
SURPLUS/(DEFICIT)	$73	($2,901)	($2,974)	-4074.0%

H.M.P. PONTIACS SOFTBALL TEAM

1988 FINANCIAL STATEMENT

DESCRIPTION	1988 BUDGET	1988 ACTUAL	1989 BUDGET
INCOME:			
Sponsorship -- Pending	$1,000	$500	$500
Player Registration	$600	$560	$800
Other Income and Fund Raising	$3,000	$2,102	$3,500
City of Hamilton Grant - Pending	$1,088	$930	$1,088
Spectator Contributions	$200	$139	$192
Accommodation Revenue	$0	$0	$0
Total Income	$5,888	$4,231	$6,080
EXPENSES:			
Accommodation and gasoline	$0	$22	$0
Uniforms, Jackets and Bags	$2,995	$1,117	$4,277
Affiliation Fees	$250	$235	$275
Tournament Fees	$775	$635	$905
Park Rental	$1,088	$821	$1,088
Umpire Fees	$640	$389	$640
Practice Space Rental	$256	$5	$256
Equipment	$1,165	$500	$1,190
Administration	$200	$434	$350
Total Expenses	$7,369	$4,158	$8,981
EXCESS (DEFICIT)	($1,481)	$73	($2,901)

HAMILTON PONTIACS' SOFTBALL TEAM

PROPOSED EXPENDITURES FOR 1989

UNIFORMS:		
--22 baseball caps ($9.00 + tax)	$212	
--22 t-shirts ($15.00 + tax)	$353	
--Complete set of full uniforms for 22 players: Pants ($40), Shirt ($35), and socks ($6) @ $81 per players	$1,782	$2,347
AFFILIATION FEES:		
--Provincial Women's Softball Assoc.	$150	
--League	$125	$275
TOURNAMENT FEES:		
--Belleville	$150	
--Port Colborne	$125	
--Burgessville	$125	
--Burlington	$130	
--Other (three sites @ $125)	$375	$905
PARK RENTAL:		
--16 home games @ ($64.00 + 5% increase over prior year = $68.00)		$1,088
UMPIRE FEES:		
--16 home games X 2 umpires @ $20.00 each per game		$640
PRACTICE SPACE RENTAL:		
--School Gymnasium for "spring" training (8 nights @ $32.00)		$256
EQUIPMENT:		
--Softballs (5 dozen @ $90)	$450	
--Helmets (2 @ $25)	$50	
--Bats (6 @ $45)	$270	
--Rosin Bags (one dozen)	$30	
--Catcher's shin guards	$45	
--Bases (full set)	$90	
--First Aid Equipment	$100	
--Rental of Batting/Pitching Machine	$75	
--Safety Base for first base	$80	$1,190

HAMILTON PONTIACS' SOFTBALL TEAM

PROPOSED EXPENDITURES FOR 1989

ADMINISTRATION:

--Telephone, Auto (gas), and Postage		$350

EQUIPMENT BAGS:

--6 crested equipment bags for players @ $20.00	$120	
--2 large crested equipment bags @ $25.00	$50	$170

JACKETS:

--22 team jackets, fully crested, winter lining @ $80.00		$1,760
TOTAL OF PROPOSED EXPENDITURES		$8,981

PLEASE NOTE: The team travels to the various tournaments listed and often stays overnight on Friday and Saturday. The cost of accommodation is not included in the calculations on the previous page as it is extremely difficult to estimate and the players hold various fund-raising activities to help defray the costs. Hotel costs vary from city to city and are often dependent upon the time of the year.

Also, all of the above costs are estimated only and will fluctuate depending on style, brand name, etc.

October 9, 1988

Exhibit 1
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

STATEMENT OF REVENUES AND EXPENDITURES
(all amounts to nearest dollar)

Description (1)	Fiscal Year Ended: Actual Preceding Year 19___ (2)	Fiscal Year Ended: Estimate Current Grant Year 19___ (3)	Increase+ Decrease- over Preceding Fiscal Year: Amount (4)	% (5)
REVENUES				
Income (Specify)				
GRANT RECEIPTS				
Government of Canada	-- SEE SHEET ATTACHED --			
Government of Ontario				
Other Municipalities (Specify)				
United Way Grants				
OTHER (Specify)				
TOTAL REVENUES				
EXPENDITURES				
Salaries and Benefits (detail on Exhibit 2)				
Other (Specify)				
TOTAL EXPENDITURES				
SURPLUS OR (DEFICIT)				

Appendix "A"
Exhibit 2
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

DETAILS OF SALARIES AND BENEFITS
(as listed on Exhibit 1)

Name and Position	Fiscal Year Ended: Actual Preceding Year 19___	Fiscal Year Ended: Estimate Current Grant Year 19___	Increase+ Decrease- over Preceding Fiscal Year: Amount	%
(1)	(2)	(3)	(4)	(5)

-- NOT APPLICABLE --

TOTAL SALARIES AND BENEFITS per Exhibit 1	_____	_____	_____	_____
	==========	==========	==========	=====

2:15

20 Symon Pl
HAMILTON, Ontario
L8T 1Z6
October 21, 1988

Mr. D. K. Beattie
Grants Co-Ordinator
Treasury Department
Hamilton City Hall
HAMILTON, Ontario

Dear Sir:

The Transway Girls Basketball Club season starts in October and goes to the middle of April. The grant of $2,090 we received for last year was received in April of this year which did not help our season for 1987-88.

However, our bank balance for September 1, 1988 was $1,991.73 which is the city's grant money which we will be using for the coming season of 1988-89.

However, the grant we are requesting for now is for the fall of 1989. This is when we will start using it.

Our financial statement shows we received the money in 1987-88 season but we will not use it until the 1988-89 season.

Yours truly,

Doug Harrison

Doug Harrison
Transway Basketball

DH/ms
Attach.

TRANSWAY BASKETBALL CLUB

FINANCIAL STATEMENT FOR 1987-88 SEASON

Bank Balance as of August 31, 1987: $1,997.40

Receipts - From September 1/87 to August 31/88

Bank Balance	$ 1,997.40	
Garbage Bag Sales	$ 1,832.00	
Ads for Tournament Program	$ 1,830.00	
Bank Interest	$ 5.61	
Received From Sponsor	$ 1,257.00	
Tournament Fees	$ 1,845.00	
Garage Sale & Posters	$ 742.60	
Tigercat Trust Fund Grant	$ 1,000.00	
Donations	$ 285.43	
Bingo	$ 1,150.00	
Stelco Community Award	$ 500.00	
City Grant	$ 2,090.00	
Players Contribution	$ 3,478.00	$ 18,013.04

Disbursements - From September 1/87 to August 31/88

Purchase Garbage Bags	$ 1,230.75	
League Registrations	$ 1,505.00	
O.B.A. Registrations	$ 152.00	
Uniforms and Equipment	$ 1,312.00	
Gym Rentals and Referees	$ 1,070.00	
Trophies and Awards	$ 815.62	
Registration for Tournaments	$ 2,450.00	
Van Rental	$ 2,329.44	
Hotels	$ 3,903.90	
Gasoline	$ 1,077.00	
Bank Service Charge	$ 5.60	
Miscellaneous	$ 170.00	$ 16,021.31

Bank Balance as of August 31/88 $ 1,991.73

THE CORPORATION OF THE CITY OF HAMILTON

Each organization applying for a grant is required to complete this form annually and forward same to Mr. D. K. Beattie, Grants Co-ordinator, Treasury Department, City Hall, 71 Main Street West, Hamilton, L8N 3T4 (telephone 526-2739), together with their supporting information indicated, on or before October 15.

THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

In the event that more space is required in replying to any question, please use a supplementary sheet and attach to the application.

A. NAME, ADDRESS AND TELEPHONE NUMBER OF ORGANIZATION:

Transway Basketball Club
20 Symon Place
Hamilton, Ontario L8T 1Z6

LIAISON PERSON Doug Harrison PHONE NO. 389-7767

B. AMOUNT OF GRANT REQUEST: $ 4,000.

C. PURPOSE OF GRANT: (Indicate)

X CONTINUING GENERAL ACTIVITIES (OPERATING)
____ CAPITAL
____ ONE TIME - SPECIFIC PURPOSE

D. IF OPERATING GRANT, CALCULATE THE CITY'S CONTRIBUTION AS A PERCENTAGE OF YOUR TOTAL OPERATING BUDGET:

	AMOUNT	%
- OPERATING BUDGET - NOT INCLUDING GRANT REQUEST	$ 18,397	82%
- CITY'S CONTRIBUTION (GRANT REQUEST)	$ 4,000	18%
TOTAL OPERATING BUDGET	$ 22,397	100%

NOTE: In most cases the approved grant may be limited to a maximum of 25% of the total operating budget after the initial grant year. The total operating budget must include any relevant charges for City property rentals and cost recovery of services.

FOR CITY USE ONLY

RECOMMENDATION

1) GRANTS SUB-COMMITTEE	2) FINANCE COMMITTEE	3) CITY COUNCIL	4) APPEAL
$ ____	$ ____	$ ____	$ ____
CATEGORY ____	CATEGORY ____	CATEGORY ____	

GRANT PAYMENT
- UPON CITY COUNCIL APPROVAL $ ____
- OTHER DATE OR INSTALMENTS $ ____ ____ (date)
$ ____ ____
$ ____ ____

THE CORPORATION OF THE CITY OF HAMILTON

1. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.

   Transway Basketball Club started in 1979-80 with one team - 12 & 13 year olds. We went to 2 teams in 1981-82 and to 3 teams in 1983-84. We now have 5 teams with the ages of the girls ranging from 10 years old to 19 years old. We have 5 coaches and each coach determines what he wants to accomplish with his team each year. We are non-profit and the coaches are volunteers.

2. What are the general objectives and/or services of your organization?

   To provide a program for girls ages 10 to 19 who show an aptitude for basketball and who want to play competitively beyond the recreational leagues and school leagues.

3. Is there a local organization that provides similar services to those stated above. If yes, how are your services different from this other organization?

   No, there is no organization in the Hamilton area that provides the same service for girls as Transway Basketball.

THE CORPORATION OF THE CITY OF HAMILTON

4. Do volunteers participate in your program?

No _____ Yes ___X___ If yes, please indicate number and type of involvement.

- 5 coaches
- parents help in raising money and driving to some tournaments.

5. Is your organization local in nature or is it a branch or segment of a provincial or national organization?

We are a local organization.

6. Does your organization provide a service to:

(a) All citizens _____

(b) A specific group ___X___

(c) A specific area _____

Describe briefly:

We provide an opportunity for girls in Hamilton who show an aptitude for the game of basketball and who are willing to put extra effort and dedication into becoming a better basketball player.

7. In what geographical area does your organization operate?

We operate in the Hamilton area. We play tournaments and exhibition games across Ontario, Quebec, U.S.A. and Eastern Canada.

THE CORPORATION OF THE CITY OF HAMILTON

8. For what purpose are the requested grant funds to be utilized within your organization? Be specific.

a) Tournament Registration Fees
b) Hotel cost for away tournaments
c) Van rentals and gasoline
d) League registrations
e) Uniforms and equipment
f) Referees and gym rentals

9. For what reason does your organization merit the use of public funds for the purpose indicated above?

For the past 9 years Hamilton Transway Basketball teams have represented the city in over 102 tournaments all over Ontario, Quebec and the Maritimes. We have played in different states such as Kansas, New York and Michigan. We have been the winningest girls basketball club in Eastern Canada for the past few years. Last year we represented Hamilton by winning 3 Provinicial Championships - 13 over the past 9 years.

10. a) Has the organization requested financial assistance in the last twelve months from other organizations, e.g. Federal, Provincial, or Municipal Governments, Private Corporations, Foundations, etc? YES ____ No ____

If Yes, complete the following:

Date of Application	From Whom Requested	Amount Requested	Approved or Denied Amount
Nov/87	Tigercat Trust Fund	$1000	$1000 Approved

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON--WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

b) Are any funds outlined above conditional upon City assistance. If yes, what are the ramifications of the City denying a Grant?

No

11. What other steps are being taken to increase revenues? Examples should be given such as increasing your membership or admission fees.

1) Sell garbage bags
2) Sell ads for tournament program
3) Request donations
4) Have dances, garage sales
5) Sell Christmas posters
6) Parents work at Bingo

THE CORPORATION OF THE CITY OF HAMILTON

12. Does this organization provide a service for which a charge is made? Some examples are admission fees, membership fees and rental charges. If answer is "yes", give details.

NO

13. Have you received funding from the City in prior years? If so, when and how much?

Year	Requested Amount	Approved Amount
1987	$ 4,000	$ 2,000
1988	$ 4,000	$ 2,090
	$	$
	$	$

14. What are your estimated grant requests from the City of Hamilton for the next three years (exclusive of the present grant application year)?

Year	Amount
1990	$ 4,000
1991	$ 4,000
1992	$ 4,000

THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

NOTE: An organization receiving a grant will NOT automatically qualify for continuing funding, and will be subject to annual evaluation.

15. What are the consequences to your organization of receiving no funding from the City of Hamilton?

Cut back on some tournaments or charge players more money.

THE CORPORATION OF THE CITY OF HAMILTON

16. Will your organization ever be self-supporting? If yes, when?

No

If no, how will your service be continued if financial assistance is terminated in the future by the City?

We will attempt to find other means to raise money - if unsuccessful, we would cut down on the number of teams or cut down on the tournaments entered. This will allow less girls to have the opportunity to play competitive basketball provincially.

17. Would your organization agree, subject to your availability and if requested by the City, to perform or otherwise provide your services at public functions or events, free of charge?

Yes

18. List the Executive Officers of your organization.

Name and Title	Address	Telephone Number Business	Telephone Number Home
Brian Humes (President-Coach)	171 Connaught Ave. Hamilton, Ontario		545-5948
Doug Harrison (Treasurer-Coach)	20 Symon Place Hamilton, Ontario	528-2511 (Ext. 3583)	389-7767
Rob Martini (Coach)	178 East 33rd St. Hamilton, Ontario	526-8447	575-3828
Larry Angus (Coach)	1933 Snake Rd. Hamilton, Ontario		689-7227
Harry Chapman (Coach)	178 Heddle St. Caledonia, Ontario		765-6990

THE CORPORATION OF THE CITY OF HAMILTON

19. Submit an estimate of operating revenues and expenditures for your organization's fiscal year for which the grant is requested and a statement of operating revenues and expenditures for the preceding year in the attached form (Exhibit 1), together with the details of salaries and benefits (Exhibit 2). In addition, submit your organization's financial statements for the preceding fiscal year including details of assets and liabilities (balance sheet). Audited financial statements are preferred, and required if your grant request is $5,000 or more; however, if it is not normal practice to have an audited financial statement prepared, have your Treasurer submit your own financial statement. If the aforementioned financial statements are not presently available, these must be submitted as soon as possible, and in any event, before the grant is paid.

OCTOBER 21, 1988
Date

NOTE: I understand by signing this application that the City of Hamilton makes no commitment to the payment of any grant prior to final City Council approval. I also agree to submit a report within the grant calendar year outlining the success of the organization and the allocation of grant monies.

DOUG HARRISON

TREASURER

Name and Title of Officer Making Application

Doug Harrison

Signature of Officer Making Application

389-7767

Telephone Number

Exhibit 1
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

STATEMENT OF REVENUES AND EXPENDITURES
(all amounts to nearest dollar)

Description (1)	Fiscal Year Ended: Actual Preceding Year Aug 31 1988 (2)	Fiscal Year Ended: Estimate Current Grant Year Aug 31 1989 (3)	Increase+ Decrease- over Preceding Fiscal Year: Amount (4)	% (5)
REVENUES				
Income (Specify)				
Bank Bal. carryover	$ 1,997	$ 1,992		
Garbage Bag Sales	$ 1,832	$ 3,500		
Program Advertisements	$ 1,830	$ 1,800		
Bank Interest	$ 6	$ 6		
From Sponsor	$ 1,257	$ 1,300		
Tournament Fees	$ 1,845	$ 1,845		
Garage Sale & Posters	$ 743	$ 400		
GRANT RECEIPTS				
Government of Canada				
Government of Ontario				
Other Municipalities (Specify)				
City Grant	$ 2,090	$ -		
Tiger Cat Trust Fund	$ 1,000	$ 1,000		
United Way Grants				
OTHER (Specify)				
Donations	$ 285	$ 250		
Bingo	$ 1,150	$ 500		
Stelco Community Award	$ 500	$ -		
Players Contribution	$ 3,478	$ 3,500		
TOTAL REVENUES	$18,013	$16,093	- $1,920	- 11%
EXPENDITURES				
Salaries and Benefits (detail on Exhibit 2)				
Other (Specify)				
Purchase Garbage Bags	$ 1,231	$ 2,500		
League Registrations	$ 1,505	$ 1,260		
O.B.A. Registrations	$ 152	$ 152		
Uniforms & Equipment	$ 1,312	$ 1,800		
Gym Rentals & Referees	$ 1,070	$ 1,200		
Trophies & Awards	$ 815	$ 815		
Tournament Trip Costs	$ 9,766	$10,500		
Misc.	$ 170	$ 170		
TOTAL EXPENDITURES	$16,021	$18,397	+ $2,376	+ 15%
SURPLUS OR (DEFICIT)	$1,992	($2,304)	- $4,296	-----

Theatre Terra Nova

2:30

March 27, 1989

Mr D.K. Beattie,
Grants Co-Ordinator,
Treasury Department,
City Hall,
71 Main Street West,
Hamilton, Ontario.
L8N 3T4.

Dear Mr. Beattie:

This letter is to confirm our telephone conversation of last thursday. Theatre Terra Nova does intend to appeal the finance comittee's decision.

In speaking to Kevin Land, he has confirmed that the last figure he requested was five thousand dollars, we will therefore make our appeal for only this amount.

Please feel free to contact me at any time to schedule our appontment before the comittee. Thank you for your patience.

Yours,

Brian Morton

Brian Morton
Artistic Director

Theatre Terra Nova

77 Dundurn St. South
Hamilton, Ontario L8P 4J9
(416) 524-0797

March 9, 1989.

Mr D. K. Beattie,
Grants Co-ordinator,
Treasury Department,
City Hall,
71 Main Street West,
Hamilton, Ontario.
L8N 3T4.

Dear Mr. Beattie:

As we discussed on the phone yesterday, this letter is to bring you up to date on the activities of Theatre Terra Nova/ Theatre Focus.

Firstly, as of December 1988, it was decided to merge the two companies under the name of Theatre Terra Nova; combining the mandates of the companies namely;

a) to produce a professional season of Canadian plays.

b) to provide Hamilton's Arts community with an inexpensive performance space meeting minimum professional standards.

c) to promote the development of new plays through the annual 'Spring Write off' Competition, and through workshops and staged readings etc.

As of April 2, 1989 (Theatre Focus' Annual General Metting) the two companies will be legally one organization; therefore we feel that the two grant applications should also merge and be judged on that basis.

I've enclosed a revised operating budget and some programs, clippings, etc. I hope that they will aid the commitee in evaluating our grant request.

Yours,

Brian Morton

Brian Morton,
Artistic Director

YEARLY OPERATING BUDGET - THEATRE TERRA NOVA/ THEATRE FOCUS

SHOW No. One — October 1988.

COLD COMFORT by Jim Garrard

CAST: Three

Actor's Fees	1200.00	
Stage Manager	550.00	
Director	600.00	
Set Designer	400.00	
Set Costs (materials)	500.00	
Production Budget	1000.00	
Publicity	400.00	
Royalties	300.00	
TOTAL SHOW ONE:	4950.00	4950.00

Show No. Two — November 1988.

THE OCCUPATION OF HEATHER ROSE
By Wendy Lill

CAST: One

Actor's Fees	400.00	
Stage Manager	550.00	
Director	600.00	
Set Designer	400.00	
Set Costs (Materials)	500.00	
Royalties	300.00	
Production Budget	1200.00	
Publicity	400.00	
TOTAL SHOW TWO:	4350.00	4350.00

Show No. Three — January 1989.

HERRINGBONE by Tom Cone

CAST: Two

Actor's Fees	800.00	
Stage Manager	550.00	
Director	600.00	
Set Designer	400.00	
Set Costs (materials)	300.00	
Production Budget	1500.00	
Publicity	400.00	
Piano Rental	325.00	
Royalties	300.00	
TOTAL SHOW THREE:	5175.00	5175.00

YEARLY OPERATING BUDGET Cont.

Show No. Four February 1989.

BOILER ROOM SUITE by Rex Deverell

CAST: Three

Actor's Fees	1200.00	
Stage Manager	550.00	
Director	600.00	
Designer	400.00	
Set Costs (material)	800.00	
Production Budget	1200.00	
Publicity	400.00	
Royalties	300.00	
TOTAL SHOW FOUR:	5450.00	5450.00

Show No. Five March 1989.

STRAIGHT AHEAD/ BLIND DANCERS
by Charles Tidler

CAST: Two

Actor's Fees	1000.00	
Stage Manager	550.00	
Director	600.00	
Set Costs (material)	600.00	
Production Budget	1000.00	
Publicity	400.00	
Royalties	300.00	
TOTAL SHOW FIVE:	4850.00	4850.00

Show No. Six April/June 1989.

STORIES by Wayne Macphail, Paul Benadetti
and Kevin Von Appen
****Plus TOUR to Toronto****

CAST: Four

Actor's Fees	2000.00	
Stage Manager	750.00	
Director	800.00	
Designer	600.00	
Set Costs (materials)	1000.00	
Production Budget	1500.00	
Transportation	250.00	
Publicity	400.00	
Royalties	300.00	
Theatre Rental in Toronto	2400.00	
TOTAL SHOW SIX & TOUR:	10000.00	10000.00

YEARLY OPERATING COSTS Cont.

Show No. Seven June 1989.

HOW COULD YOU, MRS DICK.

by Doug Rodgers

**** At the Studio Theatre/ Hamilton Place****

CAST: Ten

Actor's Fees	4000.00	
Stage Manager	600.00	
Director (Equity)	3000.00	
Technician/ Hamilton Place	1600.00	
Theatre Rental	2500.00	
Royalties/Playwright	1500.00	
Set Designer	1200.00	
Production Budget	1200.00	
Set Costs (Materials)	600.00	
Publicity	800.00	
Transportation	200.00	
TOTAL SHOW SEVEN:	17200.00	17200.00

YEARLY FACILITY BUDGET:

Rent	8400.00	
Hydro	600.00	
Gas (Heat)	1300.00	
Water	50.00	
Repair and maintanance	200.00	
Equipment Rental	1100.00	
Insurence	360.00	
Toiletries	180.00	
Bulb Replacement	300.00	
TOTAL FACILITY:	12490.00	12490.00

ADMINISTRATION:

Newsletter	800.00	
Posters	1000.00	
Programmes	600.00	
Photography	700.00	
Advertising	1500.00	
Front of House	600.00	
Travel	400.00	
Opening night Reception	700.00	
Subscription Brochure	1600.00	
Service Contracts	200.00	
Maintanance	250.00	
Artistic Director	9000.00	
Administrator	9000.00	
TOTAL ADMINISTRATION:	26350.00	26350.00

YEARLY OPERATING COSTS Cont.

CAPITAL COSTS:

Lighting Equipment	2500.00	
Chairs	500.00	
Typewriter	200.00	
Filing Cabinet	25.00	
Desk	50.00	
Answering Machine	78.00	
Tools	100.00	
Computer	2700.00	
Photocopier	2300.00	
TOTAL CAPITAL COSTS:	8453.00	8453.00

TOTAL YEARLY EXPENSES: 99268.00

REVENUE:

BOX OFFICE:

12 Performances with 100 seats at 100% Capacity at $9.00 =		10800.00
12 Performances with 100 seats at 35% Capacity at $9.00 =		3780.00
TOTAL ANTICIPATED BOX OFFICE:		26460.00

GRANTS:

Ontario Arts Council		10000.00
Canada Council		15000.00
Municipal		5000.00
TOTAL GRANTS		30000.00

FUNDRAISING:

Corprate Sponsorship		10000.00
Private Donations		5000.00
Fundraising and Bingo		31000.00
TOTAL REVENUE:	102460.00	

TOTAL REVENUE - TOTAL EXPENSES = 3192.00 Surplus

THEATRE TERRA NOVA; List of Productions to Date.

1) COLD COMFORT by Jim Garrard - Director: Brian Morton
Delores - Mary Thompson
* Stephan - Xavier Paton
Floyd - Alfred Rushton

Wednesday September 28 '88 to Saturday October 8, 1988.

2) METAL FURNITURE - Produced by Jaz Enterprises.
A multi Media Modern Dance Piece T.T.N. Provided
Technical services, Box Office and Publicity.
October 27 and 28 1988.

3) THE OCCUPATION OF HEATHER ROSE by Wendy Lill - Director: Jean Hughes
Heather Rose - Mary Thompson
Stage Manager - Brian Morton
* A.S.M. - Adrian Parkenson

Thursday November 10, 1988 to Saturday November 19, 1988.

4) WILLOW ACROSS THE FIELD by Diane Ryder - Director: Kerri Knickle
Produced by Willow Theatre Producions, T.T.N. provided
Technical Services, Design Work, Box Office, and Publicity.
Matt - Chris Adams
Racheal - Diane Ryder
Stage Manager - Norm Mockler

Wednesday November 30, 1988 to Saturday December 3, 1988.

5) HERRINGBONE by Tom Cone, Original Music by John Gray
Director: Cindy Anderson
George Herringbone - Norman Mockler
* Thumbs Dubois - Brian Morton
Stage Manager: Gus Black

Thursday January 12, 1989 to Saturday January 21, 1989.

6) BOILER ROOM SUITE by Rex Deverell - Director: Ken Lefebvre
Aggie Rose - Jean Hughes
Sprugg - Peter Janicki
Pete, the Caretaker - David B. Fraser
* Stage Manager - Gus Black

Thursday February 16, to Saturday February 25, 1989.

* Theatre Terra Nova Production

THE CORPORATION OF THE CITY OF HAMILTON

Each organization applying for a grant is required to complete this form annually and forward same to Mr. D. K. Beattie, Grants Co-ordinator, Treasury Department, City Hall, 71 Main Street West, Hamilton, L8N 3T4 (telephone 526-2739), together with their supporting information indicated, on or before October 15.

THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

In the event that more space is required in replying to any question, please use a supplementary sheet and attach to the application.

A. NAME, ADDRESS AND TELEPHONE NUMBER OF ORGANIZATION:

Theatre Terra Nova Ph# 524-0797

77 Dundurn St. s.
L8P 4J9

LIAISON PERSON Ken Lefebvre/Brian Morton **PHONE NO.** 524-0797

B. AMOUNT OF GRANT REQUEST: $ $4,999.00

C. PURPOSE OF GRANT: (Indicate)

X CONTINUING GENERAL ACTIVITIES (OPERATING)
X CAPITAL
____ ONE TIME - SPECIFIC PURPOSE

D. IF OPERATING GRANT, CALCULATE THE CITY'S CONTRIBUTION AS A PERCENTAGE OF YOUR TOTAL OPERATING BUDGET:

	AMOUNT	%
- OPERATING BUDGET - NOT INCLUDING GRANT REQUEST .....$	26,721	85%
- CITY'S CONTRIBUTION (GRANT REQUEST) .....$	4,999	15%
TOTAL OPERATING BUDGET $	31,720	100%

NOTE: In most cases the approved grant may be limited to a maximum of 25% of the total operating budget after the initial grant year. The total operating budget must include any relevant charges for City property rentals and cost recovery of services.

FOR CITY USE ONLY

RECOMMENDATION

1) GRANTS SUB-COMMITTEE	2) FINANCE COMMITTEE	3) CITY COUNCIL	4) APPEAL
$ _____	$ _____	$ _____	$ _____
CATEGORY ____	CATEGORY ____	CATEGORY ____	

GRANT PAYMENT

- UPON CITY COUNCIL APPROVAL $_____
- OTHER DATE OR INSTALMENTS $_____ _____ (date)
  $_____ _____
  $_____ _____

THE CORPORATION OF THE CITY OF HAMILTON

1. **Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.**

See schedule A attached

2. **What are the general objectives and/or services of your organization?**

Theatre Terra Nova is a Non-Profit Theatre company which produces a season of Canadian plays. We Hope to develop into a fully proffessional theatre company with-in the next two years. We feel that our presence in the community will help to foster a growing cultural awarness of the value and quality that is to found in the ever expanding canon of Canadian Dramatic Arts.

3. **Is there a local organization that provides similar services to those stated above. If yes, how are your services different from this other organization?**

Several Organizations in town provide Theatre. None of these has made a comitment to Canadian Work. Only Theatre Aquarius operates as a fully professional organization and thier mandate as a regional theatre does not allow them the luxury to risk doing a show which does not have a very wide popular appeal. At Theatre Terra Nova we will be offering an Alternative style Theatre company that can afford to gamble every now and then on an unproven script or on a play that a appeals only to a special or limited audience.

THE CORPORATION OF THE CITY OF HAMILTON

4. Do volunteers participate in your program?

No _____ Yes __x__ If yes, please indicate number and type of involvement.

At the present time all of our participants are volunteers. We wish to develop into a fully professional theatre company in which all the artistic and administrative personel are on salary. Even so we will allways need volunteer help.
Currently Active
7 Board Members, 5 Stage directors, 3 Administrative workers, 5 Theatre technitions, 1 Building Contractor, 8 Playwrights, 15 other helpers and fund raisers, 7 Sponsers and about 15 to 20 performers.
Our last show drew an audience of two Hundred and we expect this number to grow with each production.

5. Is your organization local in nature or is it a branch or segment of a provincial or national organization?

We are a completely local organization.

6. Does your organization provide a service to:

(a) All citizens ___x___

(b) A specific group ___x___

(c) A specific area _____

Anyone may come down and enjoy a performance.
Local Artists of a Professional calibure are welcome to particapate.

Describe briefly:

7. In what geographical area does your organization operate?

We operate out of a Building at the Corner of Main and Dundurn St. We draw our audience from the E ntire Hamilton, Wentwoth and Burlington area.

THE CORPORATION OF THE CITY OF HAMILTON

8. For what purpose are the requested grant funds to be utilized within your organization? Be specific.

1. To off-set Operating Budget---see Budget.

2. To renovate builing into theatre---see list of renovations

9. For what reason does your organization merit the use of public funds for the purpose indicated above?

Theatre is a valuable part of the cultural life of the community. As the only company in town dedicated to producing Canadian plays exclusively we will be bringing the exciting developments on the National scene to Hamilton.

Also Arts organizations create financial fallout for area Business

10. a) Has the organization requested financial assistance in the last twelve months from other organizations, e.g. Federal, Provincial, or Municipal Governments, Private Corporations, Foundations, etc? YES ____ No ____

If Yes, complete the following:

Date of Application	From Whom Requested	Amount Requested	Approved or Denied Amount
Oct. 88	Canadian Talent Fund	$1,000	pending
Nov. 88	Ontario Arts Council	$10,000	pending

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON--WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

b) Are any funds outlined above conditional upon City assistance. If yes, what are the ramifications of the City denying a Grant?

No

11. What other steps are being taken to increase revenues? Examples should be given such as increasing your membership or admission fees.

We are renting out the space, but it is still not in acceptable condition.

We are operating a season of plays on a Shoe-string budget in order to generate ticket revenue.

THE CORPORATION OF THE CITY OF HAMILTON

12. Does this organization provide a service for which a charge is made? Some examples are admission fees, membership fees and rental charges. If answer is "yes", give details.

Yes. 1 We charge admission for performances

2 We rent the theatre for a fee.

3 We sell advertising space in our programs.

13. Have you received funding from the City in prior years? If so, when and how much?

Year	Requested Amount	Approved Amount
_____	$ _____	$ _____
_____	$ _____	$ _____
_____	$ _____	$ _____
_____	$ _____	$ _____

14. What are your estimated grant requests from the City of Hamilton for the next three years (exclusive of the present grant application year)?

Year	Amount
1989	$ 5,999
1990	$ 6,999
1991	$ 7,999

THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

NOTE: An organization receiving a grant will NOT automatically qualify for continuing funding, and will be subject to annual evaluation.

15. What are the consequences to your organization of receiving no funding from the City of Hamilton?

Our building which we are paying rent for, will not be a valueable as performance space to possible client companies

We will not be able to bring the building to full seating capacity untill we are able to fire regulations.

We will not be able to run a complete performance program.

THE CORPORATION OF THE CITY OF HAMILTON

16. **Will your organization ever be self-supporting? If yes, when?**

No Unfortunately most non-profit Theatre companies require assistance from many different sources for the duration of their operational existance.

If no, how will your service be continued if financial assistance is terminated in the future by the City?

If we are able to establish a full program of funding support we may be able to exist on the revenue recived from ticket sales, advertising sales, corporate and private donations, as well as provincial and federal funding programs.

At this time none of these are in place . This grant is essential.

17. **Would your organization agree, subject to your availability and if requested by the City, to perform or otherwise provide your services at public functions or events, free of charge?**

Yes

18. **List the Executive Officers of your organization.**

Name and Title		Address	Telephone Number Business	Home
Ray Gamble	Chairman	72 James St. 554	523-4484	522-6645
Bellina Lightheart	V.C.	125 Melrose Ave. S.		547-3762
Warren Cavenaugh	Secretary	8 Gage St. N. Apt. 2		547-0099
Zena Haggerty		142 Limeridge Rd.		383-8846
Jean Hughes		1 Fairholt Ave. S.	528-1742	547-6792
Mary Thompson		20 Chilton Pl.	664-4232	527-2425
Xavier Paton		52 Barton St. E.		529-9185

THE CORPORATION OF THE CITY OF HAMILTON

19. Submit an estimate of operating revenues and expenditures for your organization's fiscal year for which the grant is requested and a statement of operating revenues and expenditures for the preceding year in the attached form (Exhibit 1), together with the details of salaries and benefits (Exhibit 2). In addition, submit your organization's financial statements for the preceding fiscal year including details of assets and liabilities (balance sheet). Audited financial statements are preferred, and required if your grant request is $5,000 or more; however, if it is not normal practice to have an audited financial statement prepared, have your Treasurer submit your own financial statement. If the aforementioned financial statements are not presently available, these must be submitted as soon as possible, and in any event, before the grant is paid.

October 25/88
Date

NOTE: I understand by signing this application that the City of Hamilton makes no commitment to the payment of any grant prior to final City Council approval. I also agree to submit a report within the grant calendar year outlining the success of the organization and the allocation of grant monies.

Brian Morton - Artistic Director
Name and Title of Officer Making Application

Brian Morton
Signature of Officer Making Application

524-0797
Telephone Number

Appendix "A"
Exhibit 1
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

STATEMENT OF REVENUES AND EXPENDITURES
(all amounts to nearest dollar)

Description (1)	Fiscal Year Ended: Actual Preceding Year 19___ (2)	Fiscal Year Ended: Estimate Current Grant Year 19___ (3)	Increase+ Decrease- over Preceding Fiscal Year: Amount (4)	% (5)
REVENUES				
Income (Specify)	0			
Box Office		8,400		
Program Ads		2,500		
Theatre Rental		5,000		
GRANT RECEIPTS				
Government of Canada				
Government of Ontario				
Other Municipalities (Specify)				
Ontario Arts Council		10,000		
United Way Grants				
OTHER (Specify)				
Donations and Private sector Funding		2,000		
TOTAL REVENUES	0	25,900		
EXPENDITURES				
Salaries and Benefits (detail on Exhibit 2)		7,000	Honorarium	
Other (Specify)				
Rent and Utilities		9,720		
Production costs		15,000		
TOTAL EXPENDITURES	0	31,720		
SURPLUS OR (DEFICIT)		(5,820)		

Appendix "A"
Exhibit 2
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

DETAILS OF SALARIES AND BENEFITS
(as listed on Exhibit 1)

Name and Position (1)	Fiscal Year Ended: Actual Preceding Year 19___ (2)	Fiscal Year Ended: Estimate Current Grant Year 19___ (3)	Increase+ Decrease- over Preceding Fiscal Year: Amount (4)	Increase+ Decrease- over Preceding Fiscal Year: % (5)
Brian Morton-Artistic Director		3,500	Honorarium	
Kenneth P. Lefebvre-Administrator		3,500	"	
TOTAL SALARIES AND BENEFITS per Exhibit 1		7,000		

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2:45

THE CORPORATION OF THE CITY OF HAMILTON

Each organization applying for a grant is required to complete this form annually and forward same to Mr. D. K. Beattie, Grants Co-ordinator, Treasury Department, City Hall, 71 Main Street West, Hamilton, L8N 3T4 (telephone 526-2739), together with their supporting information indicated, on or before October 15.

THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

In the event that more space is required in replying to any question, please use a supplementary sheet and attach to the application.

A. NAME, ADDRESS AND TELEPHONE NUMBER OF ORGANIZATION:

HAMILTON AND DISTRICT SOCCER ASSOCIATION
110 HANOVER Place HAMILTON-ONT. L8K 5X6

LIAISON PERSON AL YEGIN PHONE NO. 561-5774

B. AMOUNT OF GRANT REQUEST: $ 850.00

C. PURPOSE OF GRANT: (Indicate)

_____ CONTINUING GENERAL ACTIVITIES (OPERATING)
_____ CAPITAL
X ONE TIME - SPECIFIC PURPOSE

D. IF OPERATING GRANT, CALCULATE THE CITY'S CONTRIBUTION AS A PERCENTAGE OF YOUR TOTAL OPERATING BUDGET:

	AMOUNT	%
- OPERATING BUDGET - NOT INCLUDING GRANT REQUEST .....$		
- CITY'S CONTRIBUTION (GRANT REQUEST) .....$	_____	____
TOTAL OPERATING BUDGET $	=========	100% ====

NOTE: In most cases the approved grant may be limited to a maximum of 25% of the total operating budget after the initial grant year. The total operating budget must include any relevant charges for City property rentals and cost recovery of services.

FOR CITY USE ONLY

RECOMMENDATION

1) GRANTS SUB-COMMITTEE	2) FINANCE COMMITTEE	3) CITY COUNCIL	4) APPEAL
$ _____	$ _____	$ _____	$ _____
CATEGORY _____	CATEGORY _____	CATEGORY _____	

GRANT PAYMENT
- UPON CITY COUNCIL APPROVAL $_____
- OTHER DATE OR INSTALMENTS $_____ _____ (date)
$_____ _____
$_____ _____

THE CORPORATION OF THE CITY OF HAMILTON

1. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.

Since 1925, old HAMILTON FOOTBALL ASSOCIATION. In the 1960's HAMILTON SOCCER ASSOC. THEN PRESENT FORM. Non-Profit ORG.

2. What are the general objectives and/or services of your organization?

PROVIDING A SERVICE, which is GAME OF SOCCER - Teaching - Coaching Hamilton & District citizens; Leadership, good sportsmanship, good attitude, technique - skills of the game.

3. Is there a local organization that provides similar services to those stated above. If yes, how are your services different from this other organization?

Sole Soccer Body in Hamilton & District. All soccer activities approved, scheduled, permitted, organized by Hamilton and District Soccer Association.

THE CORPORATION OF THE CITY OF HAMILTON

4. Do volunteers participate in your program?

No _____ Yes ✓ If yes, please indicate number and type of involvement.

Registration, Co-ordinating, Coaching and assistant Coaching.

5. Is your organization local in nature or is it a branch or segment of a provincial or national organization?

Hamilton & District Soccer Assoc. under rules & regulations of Ont. Soccer Assoc and which in turn affiliated with the Canadian Soccer Association.

6. Does your organization provide a service to:

(a) All citizens ✓

(b) A specific group ✓

(c) A specific area _____

Describe briefly:

From 6 year old novice soccer players to over 35 year old (oldtimers) serving to enjoy Soccer related all activities

7. In what geographical area does your organization operate?

Hamilton and District
(From BRANT County to GRIMSBY, Burlington to CAYUGA)

THE CORPORATION OF THE CITY OF HAMILTON

8. For what purpose are the requested grant funds to be utilized within your organization? Be specific.

Soccer training sessions to improve skills of the game

9. For what reason does your organization merit the use of public funds for the purpose indicated above?

Renting school facilities, gymnasium.

10. a) Has the organization requested financial assistance in the last twelve months from other organizations, e.g. Federal, Provincial, or Municipal Governments, Private Corporations, Foundations, etc? YES ____ No ✓

If Yes, complete the following:

Date of Application	From Whom Requested	Amount Requested	Approved or Denied Amount

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON--WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

b) Are any funds outlined above conditional upon City assistance. If yes, what are the ramifications of the City denying a Grant?

11. What other steps are being taken to increase revenues? Examples should be given such as increasing your membership or admission fees.

Increasing participation fees, for the upcoming year

THE CORPORATION OF THE CITY OF HAMILTON

12. Does this organization provide a service for which a charge is made? Some examples are admission fees, membership fees and rental charges. If answer is "yes", give details.

Yes. Budget is not set yet, However membership (participation) fees about $ 40.00 per player for all winter training sessions.

13. Have you received funding from the City in prior years? If so, when and how much?

Year	Requested Amount	Approved Amount
1988	$ 850.00	$ 500.00
	$	$
	$	$
	$	$

14. What are your estimated grant requests from the City of Hamilton for the next three years (exclusive of the present grant application year)?

Year	Amount
1989	$ 850.00
1990	$ 950.00
?	$?

THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

NOTE: An organization receiving a grant will NOT automatically qualify for continuing funding, and will be subject to annual evaluation.

15. What are the consequences to your organization of receiving no funding from the City of Hamilton?

possible, no winter training, for youth in the City of Hamilton and District.

THE CORPORATION OF THE CITY OF HAMILTON

16. Will your organization ever be self-supporting? If yes, when?

ORGANIZATION is self supporting. However this service will never be self supporting Because we don't have winter training facility-

If no, how will your service be continued if financial assistance is terminated in the future by the City?

Doubtfull

17. Would your organization agree, subject to your availability and if requested by the City, to perform or otherwise provide your services at public functions or events, free of charge?

Yes.

18. List the Executive Officers of your organization.

Name and Title	Address	Telephone Number Business	Telephone Number Home
PRES. MR. William RUTLIDGE	358 FENNELL AVE E. HAMILTON		385-9252
1 V.P. MR. HARRY POREE	101 GOVERNORS Rd. DUNDAS Apt. 711		628-0714
2 V.P. MR. ANGELO MAGLIOCO	35 BARBARA Crt. HAMILTON		388-7074
DIRECT. MR. AL CARRAFIELLO	27 MILVERTON Close WATERDOWN		689-7157
" . MR. BOB MC GEE	50 GEROME CRES. Apt. 411 HAM.		561-1852
" . MR. ARNOLD HAGEL	261 PROVINCE St. S. HAM.		544-8556
TRES. . MR. FRED VAN NEST	Box 71 WINONA		643-3214
DIRECT. AL YEGIN	110 HANOVER PL. HAMILTON		561-5774

574-3992
after 1:00

THE CORPORATION OF THE CITY OF HAMILTON

19. Submit an estimate of operating revenues and expenditures for your organization's fiscal year for which the grant is requested and a statement of operating revenues and expenditures for the preceding year in the attached form (Exhibit 1), together with the details of salaries and benefits (Exhibit 2). In addition, submit your organization's financial statements for the preceding fiscal year including details of assets and liabilities (balance sheet). Audited financial statements are preferred, and required if your grant request is $5,000 or more; however, if it is not normal practice to have an audited financial statement prepared, have your Treasurer submit your own financial statement. If the aforementioned financial statements are not presently available, these must be submitted as soon as possible, and in any event, before the grant is paid.

October 11/1988
Date

NOTE: I understand by signing this application that the City of Hamilton makes no commitment to the payment of any grant prior to final City Council approval. I also agree to submit a report within the grant calendar year outlining the success of the organization and the allocation of grant monies.

AL YEGIN

Tech. Co-ORDINATOR
Name and Title of Officer Making Application

Alkim Yegin
Signature of Officer Making Application

561-5774
Telephone Number

Appendix "A"
Exhibit 1
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

STATEMENT OF REVENUES AND EXPENDITURES
(all amounts to nearest dollar)

Description	Fiscal Year Ended: Actual Preceding Year 19___	Fiscal Year Ended: Estimate Current Grant Year 19___	Increase+ Decrease- over Preceding Fiscal Year: Amount	Increase+ Decrease- over Preceding Fiscal Year: %
(1)	(2)	(3)	(4)	(5)
REVENUES				
Income (Specify)				
GRANT RECEIPTS				
Government of Canada				
Government of Ontario				
Other Municipalities (Specify)				
United Way Grants				
OTHER (Specify)				
TOTAL REVENUES				
EXPENDITURES				
Salaries and Benefits (detail on Exhibit 2)				
Other (Specify)				
TOTAL EXPENDITURES				
SURPLUS OR (DEFICIT)				

Appendix "A"
Exhibit 2
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

DETAILS OF SALARIES AND BENEFITS
(as listed on Exhibit 1)

Name and Position	Fiscal Year Ended: Actual Preceding Year 19___	Fiscal Year Ended: Estimate Current Grant Year 19___	Increase+ Decrease- over Preceding Fiscal Year: Amount	Increase+ Decrease- over Preceding Fiscal Year: %
(1)	(2)	(3)	(4)	(5)
TOTAL SALARIES AND BENEFITS per Exhibit 1	==========	==========	==========	=====

TREASURER'S REPORT

I am pleased to report that 1987 proved to be a catch up year as far as finances are concerned. For the first years of operation the Association lived from month to month not knowing if there would be enough in the bank to take care of accounts. We survived thru those years and this past year we were able to establish a cushion to be used for future District Programs to make soccer better in our area.

Yours in Soccer,

Fred Van Nest,
Treasurer

THE HAMILTON AND DISTRICT SOCCER ASSOCIATION - FINANCIAL STATEMENT

FOR THE YEAR ENDING NOVEMBER 30, 1987

EXPENSE		INCOME		(DEBIT) CREDIT
REGISTRATION/AFFILIATION				
REGISTRATION FORMS PAID	$ 43,834.40	REGISTRATION FORM FEES REC	$ 58,371.74	
OSA AFFILIATION FEES PAID	1,806.79	NSF CHEQUES	404.90	
REGISTRATION FORM REFUNDS	1,093.30	AFFILIATION FEES RECEIVED	3,994.90	
ACCOUNT TOTAL	$ 46,734.49	ACCOUNT TOTAL	$ 62,771.54	$ 16,037.05
SPECTATOR CUP/ASSOCIATION CUP				
SPECTATOR CUP EXPENSES	$ 881.37	SPECTATOR CUP ENTRY FEES	$ 660.00	
ASSN CUP TROPHIES	2,623.19	SPECTATOR CUP GATE FEES	522.00	
ASSN CUP REFEREES	857.50	ASSN CUP ENTRY FEES	1,830.00	
ASSN CUP EXPENSES	133.97	ASSN CUP SPONSOR	2,000.00	
ACCOUNT TOTAL	$ 4,496.03		$ 5,012.00	$ 515.97
OFFICE				
POSTAGE	$ 586.10			
COPIES	269.00			
PARKING	3.00			
MEETINGS	102.50			
PRINTING	213.22			
HOSPITALITY	454.94			
INSURANCE	259.00			
PHONE	656.09			
MILEAGE	623.39			
WAGES	5,345.07	FEDERAL GOVT SEED GRANT	$ 4,275.00	
COMPUTER SUPPLIES	471.90			
OFFICE SUPPLIES	635.10			
RENT	4,970.00	YOUTH LEAGUE RENT SHARE	1,800.00	
ACCOUNT TOTAL	$ 14,589.31	ACCOUNT TOTAL	$ 6,075.00	$(8,514.31)
MISCELLENOUS				
TRAVEL PERMIT FEE	$ 10.00	WESTERN ONTARIO LEAGUE LOAN	$ 200.00	
NSF CHEQUES RET TO ACCT	981.90	PETRO CAN LGEAGUE REFUND	378.40	
		MEMBERSHIP LISTS SOLD	70.00	
		CITY OF HAMILTON REFUND	46.00	
		UNCASHED CHEQUES RET TO ACCT	52.75	
		NSF CHEQUE PENALTIES	41.49	
DISCIPLINE				
FINE REFUNDS	$ 25.00	FINES RECEIVED	$ 800.00	
MILEAGE	234.63	NO SHOW FEES	475.00	
POSTAGE	1,515.53	POSTPONEMENT FEES	200.00	
		CLUB FINES RECEIVED	275.00	
		ADMINISTRATION FEES	3,390.00	
		NSF CHEQUE RETURNED	25.00	
ACCOUNT TOTAL	$ 1,775.16	ACCOUNT TOTAL	$ 5,140.00	$ 3,364.8
1987 ANNUAL GENERAL MEETING AND OSA AGM				
LUNCH AND HALL	$ 1,022.50	LUNCHEON FEES RECEIVED	1,040.00	
PRINTING	562.05	OSA AGM EXPENSES REIMBURSED	91.04	
AGM SECRETARY	100.00	EXHIBITION SPACE RENTED	40.00	
SUPPLIES AND MILEAGE	76.92			
OSA AGM EXPENSES	401.17			
ACCOUNT TOTAL	$ 2,162.64	ACCOUNT TOTAL	$ 1,171.04	$(991.60

FOR THE YEAR ENDING NOVEMBER 30, 1987

EXPENSE		INCOME		(DEBIT) CREDIT
LAYER DEVELOPMENT				
COACHING CLINIC FEES TO OSA	$ 3,072.00	COACHING CLINIC FEES	$ 3,175.00	
REFEREE CLINIC FEES TO OSA	1,680.00	REFEREE CLINIC FEES	2,130.00	
SELECT TEAM FEES TO OSA	750.00	SELECT TEAM TRAINING FEES	1,720.00	
RETURNED FEES	90.00	COACHES WORKSHOP FEES	135.00	
EQUIPMENT	744.93	NSF CHECQUES REISSUED	520.00	
GYM RENTAL	1,104.00			
MILEAGE	315.90			
CLINIC EXPENSES	94.92			
SELECT TEAM TRANSPORTATION	337.43			
ACCOUNT TOTAL	$ 8,189.18	ACCOUNT TOTAL	$ 7,160.00	$(1,029.18
FINANCIAL				
BONDS RETURNED	$ 1,600.00	BONDS RECEIVED	1,175.00	
ACCOUNTANTS FEES	375.00			
BANK SERVICE CHARGES	42.72	BANK INTEREST	345.24	
TERM DEPOSITS OUT	36,500.00	TERM DEPOSITS IN	36,500.00	
TOTAL EXPENSES FOR 1987	$ 117,456.43	TOTAL INCOME FOR 1987	$ 126,683.46	$ 9,227.03
		1986 BALANCE C/F	4,208.09	
TOTAL 1987	$ 117,456.43	TOTAL 1987	$ 130,891.55	$13,435.12

CHECKBOOK BALANCE NOVEMBER 30, 1987	$ 13,435.12
CHECKS NOT RETURNED TO ACCOUNT	1,710.16
BANK STATEMENT BALANCE - NOVEMBER 30, 1987	15,145.28

RESPECTFULLY SUBMITTED,

Fred Van Nest

FRED VAN NEST,
TREASURER

DECEMBER 18, 1987

Sniderman Buzzelli & Co.
Chartered Accountants

853 Main Street East
Hamilton, Ontario L8M 1L8

Telephone: (416) 544-0252
Toronto Line: (416) 825-0432
FAX.: (416) 547-5205

THE HAMILTON DISTRICT SOCCER ASSOCIATION

UNAUDITED
STATEMENT OF
CASH RECEIPTS AND DISBURSEMENTS

FOR THE YEAR ENDED NOVEMBER 30, 1987

Toronto Office
P.O. Box 37, Suite 445
1 First Canadian Place
Toronto, Ontario M5X 1A9
Telephone: (416) 862-7832
Hamilton Line: (416) 523-0199

Sniderman Buzzelli & Co.
Chartered Accountants

853 Main Street East
Hamilton, Ontario L8M 1L8

Telephone: (416) 544-0252
Toronto Line: (416) 825-0432
FAX.: (416) 547-5205

ACCOUNTANTS' COMMENTS

We have prepared the accompanying Statement of Cash Receipts and Disbursements for the year ended November 30, 1987 from the records of The Hamilton District Soccer Association and from other information supplied to us by the Association. In order to prepare this financial statement, we made a review consisting primarily of enquiry, comparison and discussion of such information. However, in accordance with the terms of our engagement, we have not performed an audit and consequently do not express an opinion on this financial statement.

Sniderman Buzzelli & Co.

SNIDERMAN BUZZELLI & CO.
CHARTERED ACCOUNTANTS

Hamilton, Ontario
December 8, 1987

Toronto Offi
P.O. Box 37, Suite 4
1 First Canadian Pla
Toronto, Ontario M5X 1A
Telephone: (416) 862-78
Hamilton Line: (416) 523-01

THE HAMILTON DISTRICT SOCCER ASSOCIATION

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

FOR THE YEAR ENDED NOVEMBER 30, 1987
(Unaudited - See Accountants' Comments)

	Funds Received	Funds Disbursed	Difference
Registrations	$ 62,771	$ 46,734	$ 16,037
Spectator Cup	5,012	4,496	516
Discipline Fee	5,165	1,775	3,390
Youth Team Levy	1,800	-	1,800
Coaching and Referee Clinics	7,680	8,189	(509)
Seed Grant	4,275	-	4,275
Bonds	1,175	1,600	(425)
Interest Income	345	-	345
Miscellaneous	789	1,035	(246)
	$ 89,012	$ 63,829	$ 25,183
OTHER DISBURSEMENTS			
Accounting		$ 375	
Computer		472	
Insurance		259	
Meetings		1,548	
Office expense		6,673	
Telephone		658	
Travel		626	
Wages		5,345	
			15,956
Excess of funds received over funds disbursed for the year			9,227
Opening bank balance - December 1, 1986			4,208
Closing bank balance - November 30, 1987			$ 13,435

Sniderman Buzzelli & Co. Chartered Accountants

THE HAMILTON AND DISTRICT SOCCER ASSOCIATION - PROPOSED BUDGET - 1988

INCOME

REGISTRATION

4	ASSOC. MEMBERSHIPS @	50.00 EA.	$ 200.00
590	SR. COMP PLAYER FORMS	28.00 EA.	17,700.00
100	SR. PLAYER BOOKS	2.00 EA.	200.00
45	SR. REC TEAMS	90.00 EA.	4,140.00
1300	YOUTH COMP FORMS	14.50 EA.	20,800.00
250	YOUTH BOOKS	2.00 EA.	500.00
250	YOUTH REC TEAMS	55.00 EA.	15,000.00
200	YOUTH MINI TEAMS	21.50 EA.	4,400.00
25	TRANSFER FORMS	15.00 EA.	375.00
100	TRIAL PERMITS	5.00 EA.	500.00
75	INDOOR SENIOR TEAMS	57.00 EA.	4,275.00
25	INDOOR TEAMS YOUTH	39.00 EA.	975.00
10	PLAYING OUT FORMS	50.00 EA.	500.00
	TOTAL		$69,565.00

COMPETITIONS AND TOURNAMENTS

SPECTATOR CUP ENTRY FEES	
20 @ $35.00 EA	$ 700.00
GATE INCOME	500.00
ASSOCIATION CUP ENTRY FEES	
60 @ $30.00 EA	1,800.00
SPONSORSHIP	2,000.00

OFFICE

YOUTH LEAGUE SHARE RENT $150 X 12	1,800.00
FEDERAL GRANTS	2,000.00

DISCIPLINE

ADMINISTRATION FEES 150 x 25	3,750.00
NO SHOW FEES	500.00
HEARING POSTPONDMENT FEES	300.00
DISCIPLINE FINES	1,000.00

EXPENDITURE

REGISTRATION

590	SR. COMP PLAYER FORMS	$17.50 EA.	$10,325.0
100	SR. PLAYER BOOKS	.50 EA.	50.0
45	SR. REC TEAMS	72.00 EA.	3,240.0
1300	YOUTH COMP FORMS	9.90 EA.	12,870.0
250	YOUTH BOOKS	.50 EA.	125.0
250	YOUTH REC TEAMS	45.50 EA.	11,375.0
200	YOUTH MINI TEAMS	14.50 EA.	2,900.0
25	TRANSFER FORMS	10.00 EA.	250.0
50	TRIAL PERMITS	.25 EA.	12.5
75	INDOOR SENIOR TEAMS	47.00 EA.	3,525.0
25	INDOOR YOUTH TEAMS	29.00 EA.	725.0
10	PLAYING OUT FORMS	10.00 EA.	100.0
	TOTAL		$45,497.5

COMPETITIONS AND TOURNAMENTS

STADIUM - FIELD RENTALS	$ 150.0
OFFICIALS FEES	250.0
TEAMS SPLIT (FINAL GAME)	300.0
TROPHIES AND CRESTS	2,600.0
OFFICIALS FEES	1,000.0
ADMINISTRATION EXPENSE	200.0

OFFICE

MAILING COSTS (NOT INCL DISCIP)	800.0
POSTAGE METER	200.0
COPIES	300.0
MEETINGS	100.0
HOSPITALITY	200.0
INSURANCE (OFFICE & OSA)	350.0
PHONE	600.0
MILEAGE EXPENSES (NOT INCL DISC.)	800.0
PRINTING	300.0
RENT $450.00 X 12	5,400.0
WAGES	15,000.0
OFFICE SUPPLIES	900.0
COMPUTER SUPPLIES	200.0
COMPUTER MODEM	700.0

DISCIPLINE

MILEAGE EXPENSES @ $.18 KM	400.0
.25 MILE	
MAILING COSTS	1,800.0

INCOME		EXPENDITURE	
ANNUAL GENERAL MEETING		**ANNUAL GENERAL MEETING**	
100 LUNCHEON FEES @ $12.00 each	$ 1,200.00	LUNCHEON FEES AND HALL RENTAL	$ 1,700.
		PRINTING OF REPORTS AND MAILING	600.(
		SECRETARY	150.(
		SUPPLIES	150.(
		MILEAGE	50.(
OSA ANNUAL GENERAL MEETING		**OSA ANNUAL GENERAL MEETING**	
OSA COVERED EXPENSES	100.00	MEALS	175.(
		MILEAGE	100.(
		ROOMS	200.(
TECHNICAL PROGRAMME		**TECHNICAL PROGRAMME**	
P/D SELECT TEAM INCOME		P/D SELECT TEAM PAYT TO OSA	
U-13 - 14 X $40.00	560.00		
U-14B, U-15B, U-16G - 40 X $50.00	2,000.00	40 X $30.00	1,200.(
COACHING CLINIC INCOME 60 X $45.00	2,700.00	COACH CLINIC PAYT TO OSA 60 X $40	2,400.0
15 X $65.00	975.00	15 X $50	750.0
REFEREE CLINIC INCOME 15 X $20.00	300.00	REF. CLINIC PAYT TO OSA 15 X $20	300.0
20 X $25.00	500.00	20 X $15	300.0
		REFEREE CLINIC EXPENSES	100.0
		SELECT TEAM EQUIPMENT	200.0
		GYM RENTAL	1,100.0
		SELECT TEAM TRANSPORTATION	400.0
		MILEAGE	200.0
		COACHES HONOURARIUM	800.0
FINANCIAL		**FINANCIAL**	
INTEREST	500.00	BANK CHARGES	50.0(
		AUDIT EXPENSES	450.0(
		LEGAL EXPENSES	500.0(
INCOME - GRAND TOTAL	$ 92,750.00	EXPENDITURE - GRAND TOTAL	$ 89,9[illegible]50

3:00

T.W.D.		
N.R.A.		
J.G.H.		
T.B.		
D.D.		

HAMILTON CHILDREN'S CHOIR
C/O CHRIST'S CHURCH CATHEDRAL
252 JAMES STREET NORTH
HAMILTON, ONTARIO L8R 2L3

MR. D.K. BEATTIE,
Grants Co-ordinator,
Treasury Department,
City Hall,
71 Main Street West,
Hamilton, Ontario L8N 3T4

Dear Mr. Beattie:

RE: 1989 GRANT APPLICATIONS

Thank you for the extended time to prepare our grant application for the Hamilton Children's Choir.

We greatly appreciated the 1988 grant of $700 which we have applied to our 88/89 operating budget to help balance our account.

Enclosed with this application are the following support materials:

(1) Financial statements for the year ended August 31, 1988 (audited statements will be available shortly);

(2) Hamilton Children's Choir brochure;

(3) List of the Board of Directors (including an organizational flowchart);

(4) Official chorister list as of August, 1988;

(5) Constitution and Bylaws as approved at our 1988 Annual Meeting;

Again we thank you for your continued support of the Choir, and look forward to hearing from you regarding this application.

Respectfully submitted,

Karen Yull

Karen Yull, C.A.,
Treasurer.

THE CORPORATION OF THE CITY OF HAMILTON

Each organization applying for a grant is required to complete this form annually and forward same to Mr. D. K. Beattie, Grants Co-ordinator, Treasury Department, City Hall, 71 Main Street West, Hamilton, L8N 3T4 (telephone 526-2739), together with their supporting information indicated, on or before October 15.

THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

In the event that more space is required in replying to any question, please use a supplementary sheet and attach to the application.

A. NAME, ADDRESS AND TELEPHONE NUMBER OF ORGANIZATION:

HAMILTON CHILDREN'S CHOIR,
C/O CHRIST'S CHURCH CATHEDRAL,
252 JAMES STREET NORTH,
HAMILTON

LIAISON PERSON KAREN YULL PHONE NO. 525-1930 (WORK) 387-1435 (HOME)

B. AMOUNT OF GRANT REQUEST: $ 700

C. PURPOSE OF GRANT: (Indicate)

✓ CONTINUING GENERAL ACTIVITIES (OPERATING)
____ CAPITAL
____ ONE TIME - SPECIFIC PURPOSE

D. IF OPERATING GRANT, CALCULATE THE CITY'S CONTRIBUTION AS A PERCENTAGE OF YOUR TOTAL OPERATING BUDGET:

	AMOUNT	%
- OPERATING BUDGET - NOT INCLUDING GRANT REQUEST .....$	19,300	96.5%
- CITY'S CONTRIBUTION (GRANT REQUEST) .....$	700	3.5%
TOTAL OPERATING BUDGET $	20,000	100%

NOTE: In most cases the approved grant may be limited to a maximum of 25% of the total operating budget after the initial grant year. The total operating budget must include any relevant charges for City property rentals and cost recovery of services.

FOR CITY USE ONLY

RECOMMENDATION

1) GRANTS SUB-COMMITTEE	2) FINANCE COMMITTEE	3) CITY COUNCIL	4) APPEAL
$ ____	$ ____	$ ____	$ ____
CATEGORY ____	CATEGORY ____	CATEGORY ____	

GRANT PAYMENT
- UPON CITY COUNCIL APPROVAL $____
- OTHER DATE OR INSTALMENTS $____ ____ (date)
$____ ____
$____ ____

THE CORPORATION OF THE CITY OF HAMILTON

1. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.

SEE ATTACHED

- the choir is not incorporated
- charitable organization # 0492553-22-14

2. What are the general objectives and/or services of your organization?

SEE ATTACHED "STATEMENT OF GOALS"

3. Is there a local organization that provides similar services to those stated above. If yes, how are your services different from this other organization?

No

Hamilton Children's Choir

Goals

TO PROVIDE YOUNG PEOPLE WITH THE OPPORTUNITY FOR PROFESSIONAL TRAINING IN THE ART OF CHORAL SINGING;

TO STIMULATE THE APPRECIATION OF MUSIC BY EXPOSURE TO WORKS FROM REPRESENTATIVE COMPOSERS, STYLES, AND PERIODS, INCLUDING WORKS BY CANADIAN COMPOSERS;

TO CONTRIBUTE TO THE CULTURAL LIFE OF HAMILTON AND SOUTHERN ONTARIO THROUGH REGULAR, HIGH CALIBRE PERFORMANCES OF A BROAD REPERTOIRE OF CHORAL MUSIC.

THE CORPORATION OF THE CITY OF HAMILTON

4. Do volunteers participate in your program?

No _____ Yes ✓ If yes, please indicate number and type of involvement.

Volunteers are involved in all of the ongoing organizational activities of the choir - concerts, ticket sales, fundraising, promotion, administration etc.

The Board of Directors is a volunteer body made up of parents, members of the community and Christ's Church Cathedral, our sponsor.

5. Is your organization local in nature or is it a branch or segment of a provincial or national organization?

Local

6. Does your organization provide a service to:

(a) All citizens _____

(b) A specific group ✓

(c) A specific area _____

Describe briefly:

The choir membership is open to all children 8-16 yrs. who wish to receive training in choral music (subject to an audition).

We also provide a service to the community in offering our choir for performances.

7. In what geographical area does your organization operate?

Hamilton - Wentworth

THE CORPORATION OF THE CITY OF HAMILTON

8. For what purpose are the requested grant funds to be utilized within your organization? Be specific.

For operating expenses as outlined in attached Operating Budgets.

9. For what reason does your organization merit the use of public funds for the purpose indicated above?

We are providing young people with professional training in the art of choral singing and introducing them to a repertoire beyond that provided in the school system.

10. a) Has the organization requested financial assistance in the last twelve months from other organizations, e.g. Federal, Provincial, or Municipal Governments, Private Corporations, Foundations, etc? YES ✓ No ____

If Yes, complete the following:

Date of Application	From Whom Requested	Amount Requested	Approved or Denied Amount
FEB. 1988	HAMILTON Foundation	$2500	$1,000 Approved
MARCH 1988	ONTARIO ARTS Council	$2000	$1,000 Approved
AUGUST 1988	WINTARIO	$2000	DENIED

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON--WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

b) Are any funds outlined above conditional upon City assistance. If yes, what are the ramifications of the City denying a Grant?

No

11. What other steps are being taken to increase revenues? Examples should be given such as increasing your membership or admission fees.

1) Increased membership
2) Increased registration fees by 25%. ($80 → $100)
3) Increased performance fees 100% ($150 → $300)
4) Increased fundraising

THE CORPORATION OF THE CITY OF HAMILTON

12. Does this organization provide a service for which a charge is made? Some examples are admission fees, membership fees and rental charges. If answer is "yes", give details.

YES
Concert admission : ADULT $8 ; SENIORS $5 ;
MEMBERSHIP FEES $100/member
UNIFORM RENTAL $20/ member
PERFORMANCE FEES: $300 /concert

13. Have you received funding from the City in prior years? If so, when and how much?

Year	Requested Amount	Approved Amount
1986	$ 700	$ 700
1987	$ 700	$ 700
1988	$ 700	$ 700
	$	$

14. What are your estimated grant requests from the City of Hamilton for the next three years (exclusive of the present grant application year)?

Year	Amount
1990	$ 700
1991	$ 700
1992	$ 700

THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

NOTE: An organization receiving a grant will NOT automatically qualify for continuing funding, and will be subject to annual evaluation.

15. What are the consequences to your organization of receiving no funding from the City of Hamilton?

We could be faced with a deficit budget. Our 87/88 year ended with an operating deficit.

THE CORPORATION OF THE CITY OF HAMILTON

16. Will your organization ever be self-supporting? If yes, when?

Doubtful.
Although the choir is run by several volunteers, all of our major expenses are increasing each year (music, conductor etc.) We cannot increase membership fees too high - we want the choir to be financially "in reach" of any interested member. Our conductor and accompanist are still offered a low remuneration in comparison to the time and effort expended.

If no, how will your service be continued if financial assistance is terminated in the future by the City?

We will continue to pursue every available source of funding - increased fundraising, donations etc.

17. Would your organization agree, subject to your availability and if requested by the City, to perform or otherwise provide your services at public functions or events, free of charge?

YES

18. List the Executive Officers of your organization.

Name and Title	Address	Telephone Number Business	Home
SEE ATTACHED LIST			

THE CORPORATION OF THE CITY OF HAMILTON

19. Submit an estimate of operating revenues and expenditures for your organization's fiscal year for which the grant is requested and a statement of operating revenues and expenditures for the preceding year in the attached form (Exhibit 1), together with the details of salaries and benefits (Exhibit 2). In addition, submit your organization's financial statements for the preceding fiscal year including details of assets and liabilities (balance sheet). Audited financial statements are preferred, and required if your grant request is $5,000 or more; however, if it is not normal practice to have an audited financial statement prepared, have your Treasurer submit your own financial statement. If the aforementioned financial statements are not presently available, these must be submitted as soon as possible, and in any event, before the grant is paid.

SEE ATTACHED

Oct. 28, 1988
Date

KAREN YULL

TREASURER
Name and Title of Officer Making Application

Karen Yull
Signature of Officer Making Application

387-1435 (HOME)
525-1930 (WORK)
Telephone Number

NOTE: I understand by signing this application that the City of Hamilton makes no commitment to the payment of any grant prior to final City Council approval. I also agree to submit a report within the grant calendar year outlining the success of the organization and the allocation of grant monies.

Appendix "A"
Exhibit 1
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

STATEMENT OF REVENUES AND EXPENDITURES
(all amounts to nearest dollar)

Description (1)	88/89 Fiscal Year Ended: Actual Preceding Year August 31 1989 (2)	89/90 Fiscal Year Ended: Estimate Current Grant Year August 31 1990 (3)	Increase+ Decrease- over Preceding Fiscal Year: Amount (4)	% (5)
REVENUES				
Income (Specify)		$20,000	+ $625	3%
Reg. Fees	See Attached			
Donations	Operating Budgets			
Fundraising				
Ticket Sales	Actual 86/87			
Performance Fees	Actual 87/88			
	Proposed 88/89			
GRANT RECEIPTS				
Government of Canada				
Government of Ontario		-0-		
Other Municipalities (Specify)				
United Way Grants		-0-		
OTHER (Specify)				
		-0-		
TOTAL REVENUES	19,375	20,000	+625	
EXPENDITURES				
Salaries and Benefits (detail on Exhibit 2)		9,000		
Other (Specify)				
Administrative		2,500		
Promotion		1,800		
Music		2,000		
Uniforms		1,000		
Concert expenses		2,000		
Miscellaneous		200		
Choir Camp		1,500		
TOTAL EXPENDITURES	19,375	20,000	+625	
SURPLUS OR (DEFICIT)	-0-	-0-		

Note: Both Fiscal Years are based on Projections.

HAMILTON CHILDREN'S CHOIR
OPERATING BUDGETS

	ACTUAL 86/87	PROJECTED 87/88	ACTUAL 87/88	PROJECTED 88/89
REVENUES:				
REGISTRATION FEES	3,272	3,600	3,500	4,500
CHOIR CAMP (45)		800	704	1,575
UNIFORM RENTAL	460	450	470	900
DONATIONS	805	1,000	1,050	1,200
FUNDRAISING	2,557	2,500	2,550	2,000
GRANTS	850	2,200	700	1,700
TICKET SALES & PERFORMANCE FEES	3,964	4,050	3,543	6,000
FUNDING FOR UNIFORMS				1,000
FUNDING FOR MUSIC				500
INTEREST			91	0
	11,908	14,600	12,608	19,375
EXPENSES:				
CONDUCTOR'S SALARY	6,000	6,500	6,500	6,850
REIMBURSEMENT (MAY/89)				600
ACCOMPANIST	1,860	2,000	1,855	2,000
PHOTOCOPYING	205	200	374	350
ADVERTISING/BROCHURES	1,115	1,500	978	1,500
SOCIAL	424	500	386	600
POSTAGE & STATIONERY	157	450	395	400
MEMBERSHIP FEES	35	100	80	80
INSURANCE	261	350	427	450
BANK CHARGES	79	50	93	50
PIANO TUNING	70	125	0	120
PROGRAMMES & TICKETS	147	200	113	250
MUSIC	214	1,500	0	1,000
TRANSFER TO MUSIC FUND			1,000	
DONATIONS	200	0	0	200
TELEPHONE	0	25	32	50
MISCELLANEOUS	396	200	319	500
UNIFORMS & GOLFSHIRTS	148	200	516	250
UNIFORM FUND				1,900
CHOIR CAMP EXPENSES		700	728	1,500
X-MAS CONCERT EXPENSES				725
	11,311	14,600	13,796	19,375
SURPLUS/(DEFICIT)	597	0	(1,188)	0

Appendix "A"
Exhibit 2
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

DETAILS OF ~~SALARIES AND BENEFITS~~ FEES FOR SERVICE
(as listed on Exhibit 1)

Name and Position (1)	Fiscal Year Ended: Actual Preceding Year 88/89 Aug. 1989 (2)	Fiscal Year Ended: Estimate Current Grant Year 89/90 Aug. 1990 (3)	Increase+ Decrease- over Preceding Fiscal Year: Amount (4)	% (5)
DAVID DAVIS ARTISTIC DIRECTOR	$6,850	$7,000	$150	2%
MARY JANE DAVIS ACCOMPANIST	$2,000	$2,000	-0-	-0-
TOTAL SALARIES AND BENEFITS per Exhibit 1	8,850	9,000	150	1.7%

HAMILTON CHILDREN'S CHOIR

HAMILTON, ONTARIO

F I N A N C I A L S T A T E M E N T S

August 31, 1988

HAMILTON CHILDREN'S CHOIR

BALANCE SHEET

AUGUST 31, 1988

	1988	1987
ASSETS		
Current		
Bank - current operating account	2,884	2,967
- music account - restricted	1,167	417
- investment account - restricted	5,012	4,680
- trip account - restricted	1,294	0
Accounts Receivable	200	0
Prepaid expenses	348	800
	10,905	8,864
LIABILITIES		
Current		
Payables and accruals	100	132
Uniform deposits	375	140
Deferred revenue	1,700	1,050
	2,175	1,322
FUND BALANCE		
Fund balance - restricted	7,473	5,097
- unrestricted	1,257	2,445
	8,730	7,542
	10,905	8,864

HAMILTON CHILDREN'S CHOIR

STATEMENT OF REVENUE, EXPENDITURE AND FUND BALANCE

GENERAL OPERATING FUND

FOR THE PERIOD ENDED AUGUST 31, 1988

	1988	1987
Revenue		
Registration fees	3,500	3,272
Uniform rental	470	460
Ticket sales	2,543	2,789
Donations	1,050	805
Grants	700	850
Fundraising	2,550	2,557
Performance fees	1,000	1,175
Interest income	91	0
	11,904	11,908
Expenditures		
Accompanists	1,855	1,860
Advertising, posters and ticket printing	1,091	1,262
Bank charges	93	79
Choir camp	24	0
Conductor's salary	6,500	6,000
Donations	0	200
Honorariums	0	185
Insurance	427	261
Membership fees	80	35
Miscellaneous	319	414
Photocopying	374	205
Postage, stationery and office supplies	395	157
Social	386	432
Sweatshirts and golfshirts (net)	476	73
Telephone	32	0
Transfer to music fund	1,000	0
Uniforms	40	148
	13,092	11,311
Excess of revenue over expenditures	(1,188)	597
Fund balance, September 1, 1987	2,445	1,848
Fund balance, July 15, 1988	1,257	2,445

HAMILTON CHILDREN'S CHOIR

STATEMENT OF REVENUE, EXPENDITURE AND FUND BALANCE

MUSIC FUND

FOR THE PERIOD ENDED AUGUST 31, 1988

Revenue	
Transferred from general fund	1,000
Donation - Hamilton Foundation	1,000
Interest income	119
	2,119
Expenditures	
Music purchases	1,369
Excess of revenue over expenditures	750
Fund balance, September 1, 1987	417
Fund balance, August 31, 1988	1,167

HAMILTON CHILDREN'S CHOIR

STATEMENT OF REVENUE, EXPENDITURE AND FUND BALANCE

INVESTMENT ACCOUNT

FOR THE PERIOD ENDED AUGUST 31, 1988

Revenue	
Interest income	332
Fund balance, September 1, 1987	4,680
Fund balance, August 31, 1988	5,012

HAMILTON CHILDREN'S CHOIR

STATEMENT OF REVENUE, EXPENDITURE AND FUND BALANCE

TRIP FUND

FOR THE PERIOD ENDED AUGUST 31, 1988

Revenue	
See schedule	16,278
Expenditures	
See schedule	14,984
Excess of revenue over expenditures	1,294
Fund balance, September 1, 1987	0
Fund balance, August 31, 1988	1,294

MARITIME TRIP

Receipts:	
Board donation from investment fund	2,500
$50 non-refundable deposit (children & chaperones)	2,350
Corporate & other donations	6,310
Individual donations	1,045
Sorgathon - receipts at door	255
Sorgathon - pledges	1,873
Excess from fundraising (cookies)	842
Receipts from sale of "spoons"	170
Ticket sales: Quebec City	108
Fredericton	337
Lunenberg	362
Halifax	126
Total receipts:	16,278
Disbursements:	
Wills Bus Lines	8,923
Accomodations for chaperones	349
Photocopying, postage & stationery etc.	325
Purchase of spoons for billets	478
Meals	1,970
Kings Landing (tour)	80
Telephone calls	32
Flowers for chaperones	127
Advertising	81
Juice	26
Miscellaneous	94
Returned to investment account	2,500
Total disbursements:	14,984
Balance in trip fund:	1,294

HAMILTON LADIES SLO-PITCH SOFTBALL ASSOCIATION

35 Capilano Drive
Hamilton, Ontario
L8K 6A6
Tel: (416) 578-5897
Fax: (416) 388-7334

3.15

February 24, 1989

Mr. Kevin Beattie
Secretary
Grants - Sub-Committee
Treasury Department
City Hall
71 Main Street West
Hamilton, Ontario
L8P 1H4

Dear Kevin:

Please be advised of the following changes on the Grant Request for the Tournament being hosted by our Association on June 30th - July 3rd, 1989.

Our Tournament will now be a qualifyer for the National Championships in Slo-Pitch Softball. The number of teams attending would be approximately 200, and increase attendance to 6000.

The attendees would come from across the entire Province of Ontario.

Respectfully,

Don Street
Chairman

DS:mt

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR CONVENTION OR RECEPTION GRANT

Each organization applying for a grant is required to complete this form and forward same to Mr. D. K. Beattie, Grants Co-ordinator Treasury Department, City Hall, 71 Main Street West, Hamilton, Ontario L8N 3T4 (telephone 526-2739).

1. Name, Address and Telephone Number of organization:

HAMILTON LADIES SW. PITCH SOFTBALL ASSOC^N
35 CAPILANO DRIVE
HAMILTON, ONT L8K 6A6 HOME (416) 578-5897
Liason Person DON STREET Phone No. (BUS) 388-6089

2. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.

INCORPORATED - NON PROFIT ORGANIZATION - 1988

3. What are the general objects and/or functions of your organization?

PROVIDE RECREATION AND PHYSICAL EXERCISE TO ADULT LADIES

4. a) Amount of the grant request $ 7000^{00}$.

b) Indicate when payment of grant is required.

	Amount	Date
Upon City Council Approval	$ 3000^{00}	MARCH 1989
Other Date or Installments	$ 4000^{00}	JUNE 1989
	$	
	$	

THE CORPORATION OF THE CITY OF HAMILTON

5. Explain briefly the nature of your event to be held for which you are requesting financial assistance.

ONTARIO SLO-PITCH SOFTBALL TOURNAMENT

NOTE: ALL FIGURES RESEARCHED THROUGH H-W REGION ECONOMIC DEVELOPMENT COMMITTEE AND ONTARIO MINISTRY OF TOURISM

6. With respect to your event, answer the following:

(a) How may people will be in attendance? 3600 120 TEAMS

(b) Of the stated number of people, how many are coming from outside of Hamilton? 2700 AVERAGING 30 PER INCLUDING FANS

(c) What is the date of the event? JUNE 30 - JULY 3

(d) What is the location of the event? ENTIRE CITY

HOTS AT ROSEDALE ARENA OR GLORE PARK

7. For what reasons does your organization merit the use of public funds for the purpose indicated above?

PLEASE REFER TO PREVIOUS APPLICATIONS

NOTE: WE ARE REQUESTING A 4% INCREASE BASED ON 1988 FIGURES AND AN INCREASE IN ADVERTISING COSTS TO REACH A LARGER AUDIENCE, WE FEEL WE MUST ADVERTISE MORE

- IN 1988 APPROXIMATELY 3.7% WAS SPENT IN THIS AREA

THE CORPORATION OF THE CITY OF HAMILTON

8. What other contributions are being requested or obtained to meet the cost of your event? (Government grants, donations, etc.)

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

PLEASE REFER TO PREVIOUS BUDGETS

9. Does your organization provide a service for which a charge is made? Some examples are admission fees, membership fees, and rental charges. If answer is "Yes", give details.

YES

PLEASE REFER TO 1988 BUDGET

NOTE: THE GRANTING OF ASSISTANCE IN ANY ONE YEAR IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

10. Will assistance be requested from the City of Hamilton in future years in this respect?

UNCERTAIN

11. List the Executive Officers of your organization:

Name and Title	Address	Telephone Number Business	Telephone Number Home

NO CHANGES FROM THE 1988 SUBMISSION

January 8, 1989
Date

[illegible] President
Name and Title of Officer Making Application

Signature of Officer Making Application

578-5897
Telephone Number

HAMILTON LADIES SLO-PITCH SOFTBALL ASSOCIATION
1988 FINANCIAL STATEMENT
H.L.S.S.A. ANNUAL TOURNAMENT - JUNE 30, JULY 1 & 2, 1988

EXPENDITURES	
RENTALS	
Facilities & Cleaning	1,276.21
Equipment	1,175.00
Parks	594.00
SOFTBALLS	2,114.64
UMPIRES	2,327.00
PRIZES	5,421.88
BEVERAGES	6,503.33
ADVERTISING & PROMOTION	876.70
ENTERTAINMENT	400.00
LABOUR (TEAM REMUNERATION)	785.94
LIABILITY INSURANCE	
Liquor	225.00
Accident	450.00
LIQUOR PERMITS	352.00
ADMINISTRATION	227.03
POSTAGE	88.94
TELEPHONE	140.76
TRAVEL	110.00
BANK SERVICE CHARGES	42.50
	23,110.93

PREPARED BY: DON STREET
SEPTEMBER 10, 1988

PAGE TWO
1988 FINANCIAL STATEMENT
H.L.S.S.A. ANNUAL TOURNAMENT

REVENUE

REGISTRATION		6,455.00
CORPORATE		1,125.00
GRANT		5,230.00
BEVERAGE SALES		11,010.00
		23,820.00
PROFIT	709.07	

NOTE: PROFITS WERE SPENT ON INCORPORATION OF OUR ORGANIZATION.

PREPARED BY: DON STREET
SEPTEMBER 10, 1988

Her Majesty's
Army & Navy Veterans' Society of Ham

Organized Oct. 5th, 1889; and incorporated under the Friendly Societies Act, Ja

96-98 MacNab St. N. L8R 2M1 527-1000

3:30

1988 SEP 12

ROUTE	
E.C.	
I.R.H.	
T.W.D.	
N.R.A.	
J.G.H.	
T.B.	
D.D.	

September 8, 1988

Mr Kevin Beatty (Grant Supervisor)
Hamilton City Hall
Hamilton, Ontario

Dear Sir:

On behalf of Her Majesty's Army and Navy Veterans' Society, located at Vine and MacNab in the city of Hamilton. I have the honour of informing you that our Club will be celebrating our (100) Centennial during the first week of October 1989. This great event will be a 7 day celebration. Starting Oct. 1, 1989 to October 8, 1989.

This is what our Centennial Committee is working on:

Week's Programme:	Sunday Oct.	1 - 89	Opening Parade (Church Parade)
	Monday	2 -	Possible Casino Night
	Tuesday	3 -	Possible Spaghetti Supper Night
	Wednesday	4 -	Steak Dinner outside and in DJ
	Thursday	5 -	Sports Night (invited sport pros)
	Friday	6 -	Down Homer Night (fun for all)
	Saturday	7 -	Banquet at Convention Center
	Sunday	8 -	Closing Drumhead Parade at Armories

As you see this will be a busy week.

Please find enclosed an approximate cost for Oct.7, Banquet Night to be held at Hamilton Convention Center, where as of now we know that The Honorable Lt. Governor of Ontario, Lincoln Alexander and his spouse will be attending, plus with hope that more VIP dignitaries will attend.

Her Majesty's Army & Navy Veteran Society Centennial Committee, would like to apply for a Grant from the city of Hamilton to help us with the cost of these great events. Please let us know if that could be at all possible.

Yours truly,

Diane Rayner

Diane Rayner Recording Secretary of
Centennial Committee of H.M.A.N.

Alf Collingdon (Chairman of Centennial Committee H.M.A.N.

DR/AC

Her Majesty's
Army & Navy Veterans' Society of Hamilton

Organized Oct. 5th, 1889; and incorporated under the Friendly Societies Act, January 4th, 1897.

Centennial Dinner to be held at Hamilton Convention Center Oct. 7 1989

Meal Approx: for 500	14,300.00
Cocktail Aprox:	1,490.00
Flowers arrangements & hall decoration	250.00
Napkins placemats & others	700.00
Band	1,300.00
Miscellaneous (tickets, souvenirs)	500.00
Entertainment	500.00
Advertisement	300.00
Approximate cost	19,340.00

5% inflation rate plus tax not included.

Also not included are the other days events as mentioned on previous page.

Yours truly,

Diane Rayner Recording Secretary of
Centennial Committee of H.M.A.N.
Alf Collingdon Chairman of Centennial
Committee H.M.A.N.

DR/AC

101-8

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR CONVENTION OR RECEPTION GRANT

Each organization applying for a grant is required to complete this form and forward same to Mr. D. K. Beattie, Grants Co-ordinator Treasury Department, City Hall, 71 Main Street West, Hamilton, Ontario L8N 3T4 (telephone 526-2739).

1. Name, Address and Telephone Number of organization:

Liason Person Alfred H. Collingdon Phone No. 527-7317 or 527-1000

2. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.
We are a Veteran's Society of Hamilton, incorporated January 4th 1897.
We are a non-profit organization organized October 5th 1889.

3. What are the general objects and/or functions of your organization?
The objects of the Society shall be to undertake and transact any class of insurance for which a mutual benefit society may be licensed under the provisions of the INSURANCE ACT and to do all other things as are incidental or conducive to the attainment of the above objects.

4. a) Amount of the grant request $ 29050.00 .

b) Indicate when payment of grant is required.

	Amount	Date
Upon City Council Approval	$ 15000.00	May 1, 1989 or sooner
Other Date or Installments	$ NIL	NIL
	$ NIL	NIL
	$ NIL	NIL

THE CORPORATION OF THE CITY OF HAMILTON

5. Explain briefly the nature of your event to be held for which you are requesting financial assistance.

This is for our Club's 100th Anniversary Celebration

6. With respect to your event, answer the following:

(a) How may people will be in attendance? 2900 approximate amount

(b) Of the stated number of people, how many are coming from outside of Hamilton? 350 quest some to stay at hotel others to stay with frie or families.

(c) What is the date of the event? From October 1-8 1989

(d) What is the location of the event? 96-98 MacNab St. N. Hamilton

also at Hamilton Convention Center and James St. Armories.

7. For what reasons does your organization merit the use of public funds for the purpose indicated above?

We are the first Veterans organization to obtain 100 yrs of Service in the Community.

We want to make this event a memorable time.

Our treasury hasn't the financial resources to cover expected expenses.

THE CORPORATION OF THE CITY OF HAMILTON

8. What other contributions are being requested or obtained to meet the cost of your event? (Government grants, donations, etc.)

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

Nil

9. Does your organization provide a service for which a charge is made? Some examples are admission fees, membership fees, and rental charges. If answer is "Yes", give details.

o help us with our annual taxes and expenditures: We have a membership fee of $15. per annum. At rious occasions we rent hall to organization as, Parent without partners, bowling groups etc.. We always been a non-profit organization for example: for the 1988 fiscal year up-to-date we have ed $11,000 to various walks of life as: Salvation Army, Riegel Home, Air Cadets, Junior Sports, amilton, General Hospital and more.. PLEASE NOTE : This event was not anticipated, when we ommitted ourselves to the above mention donations.

NOTE: THE GRANTING OF ASSISTANCE IN ANY ONE YEAR IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

10. Will assistance be requested from the City of Hamilton in future years in this respect?

No

11. List the Executive Officers of your organization:

Name and Title	Address	Telephone Number Business	Telephone Number Home
Howard Goldrup Pres.	180 E 24th		388-4214
Cliff Booth Vice Pres.	100 Main E.		522-1224
Alf Collingdon Past Pres.	505-1854 Main W.		527-7317
Gord Norton Rec. Treasurer		527-1000	
Robert Moses Rec. Secretary		527-1000	

Dec. 6, 1988
Date

HOWARD GOLDRUP PRESIDENT
Name and Title of Officer Making Application

H Goldrup
Signature of Officer Making Application

3884214
Telephone Number

THESE ARE APPROXIMATE EXPENSES DURING CENTENNIAL WEEK OF OCT 1-8 /89

Sunday Church Parade opening ceremonies:

Bands	500.00	
Rental of Stand and instalments	150.00	
Luncheon served 5x300	1500.00	
Extra Staff 80ea x4	320.00	
Miscellaneous (plates, nap, cups etc..)	500.00	
Programme of the day event	200.00	
		3170.00

>>>

Monday Casino Night by Ladies Auxilary (proceed to go to charity)

Advertisement	200.00	
Rental of equipment	200.00	
Extra Staff 80ea x4	320.00	
Miscellaneous	200.00	
		920.00

>>>

Tuesday Spaghetti Supper by the Ladies Auxillary

Meal 5x300	1500.00	
Band	300.00	
Advertisement	150.00	
Extra Staff 80ea x 4	320.00	
Miscellaneous	200.00	
		2470.00

>>

Wednesday Steak Night Outside of Club and Inside

Cost of food 8 x 300	2400.00	
Band	300.00	
Rental of Tents	550.00	
Advertisement	150.00	
Extra Staff 80 ea x 4	320.00	
Miscellaneous	300.00	
Rental of lot	500.00	
Security	200.00	
		4720.00

>>

Thursday Sport Night for the Family

Band	300.00	
Guest Miscellaneous	200.00	
Equipment Rental	200.00	
Miscellaneous for kids	200.00	
Extra Staff 80 ea x 4	320.00	
Advertisement	150.00	
		1370.00

Cont.... page 2

Friday Down Homer Night

Band	300.00	
Food and assessories 5 x 200	1000.00	
Advertisement	200.00	
Extra Staff 80 ea x 4	320.00	
		1820.00

* * *

Saturday Banquet at Hamilton Convention Center

Meal cost of invited guest 27 x 100	2700.00	
400 x 25 at cost of Club	5000.00	
Cocktail for 100 invited guests	700.00	
Drinks for above guests	1500.00	
Bartender for Cocktail	100.00	
Band	1200.00	
Entertainment	500.00	
Flowers arrangement and hall decor.	250.00	
Scrolls	500.00	
Napkins, Ribbons	400.00	
Banner, Name plaques, Invitation	600.00	
Piper, Bugler	100.00	
Bartenders for evening	300.00	
Extra help for all arrangement	320.00	
Programme Advertisement	200.00	
Miscellaneous	200.00	
		14570.00

* * *

Sunday Drumhead Service (closing Parade) James St. Armories

2 Bands	500.00	
Extra Staff 80 ea x 4	320.00	
Cleaning of the Armories	100.00	
Advertisement	200.00	
Programme for the day	250.00	
		1370.00

* * *

TOTAL COST OF THE WEEK	30510.00

As mentioned in previous conversation between Alf Collingdon, Mayor Morrow, Mr McCullough, Mr Sears, we are the first Veterans' Organization in Hamilton, in Ontario, in Canada to our knowledge, to ever be fortunate enough to Celebrate 100 years in operation.

It surely would be a great honour to have the City of Hamilton involve with this Celebration by helping us with the cost. If you would greatly let us know as soon as possible, if this could be accomplished.

Yours Sincerely

Included is 1. grant application or a copy of

2. approximate cost of planned celebration

On behalf of Her Majesty's Army and Navy Veterans' Society we remain.

Diane Rayner Centennial Recording Secretary
96-98 MacNab St N.
Hamilton, Ontario
L8R 2M1 TEL.# 525-0438

3.

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. D. W. Vyce
Director of Property

DATE: 1989 April 10
COMM FILE:
DEPT FILE:

SUBJECT: **Security Personnel - Daytime - City Hall**

RECOMMENDATION:

(a) That the Property Maintenance Division be authorized to retain the services of private security personnel at City Hall during the hours of 9:00 a.m. to 5:00 p.m., Monday to Friday, excluding times when the building is closed for business, such as statutory holidays, at a cost of $16,016.00 per annum.

Sufficient funds are available within the Property Maintenance Division budget to cover this expenditure.

D. W. Vyce

FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)

The cost to the City is $16,016.00 per annum. For 1989, the cost is expected to be $10,677.00 since a portion of the year has already expired.

BACKGROUND:

An independent security company, Burns International, provides security services at City Hall during the evening hours and on weekends. Security service in City Hall during the daytime when the building is open to the public for business purposes has been non-existent to date.

It has come to our attention however that perhaps this service is now required. Within the past couple of years, the number of incidences in which a security person would have been of assistance has risen dramatically.

BACKGROUND - Continued...

A staff committee consisting of Mr. K.E. Avery, Deputy City Clerk, Mr. R. Swan, Manager of the Property Maintenance Division, Mr. T. Bradley, Manager of Purchasing and the author of this report met to discuss the issue and are recommending retaining the services of security personnel from 9:00 a.m. to 5:00 p.m., Monday to Friday, excluding statutory holidays.

The duties of the security personnel will include:-

(1) control obnoxious and emotionally charged persons who visit City Hall,

(2) control chronic loiterers who frequent the building, particularly on the first and second levels of the building and in the washrooms,

(3) provide crowd control and directional assistance during special events at City Hall,

(4) provide assistance in crowd control during peak tax payment periods. (Security personnel are currently retained for this purpose on three to four periods throughout the year),

(5) police the outside of the premises, particularly at the front of the building with a view to eliminating the use of the pools during the summer and the use of the ramps, walkways, steps and walls by skateboarders,

(6) generally assist any member of the public who may visit the building during business hours including those who might require medical assistance during their visit to the building.

The type of person we will be seeking from the security agency would be one who is dependable, personable, tactful and have the ability of dealing with people.

Some advantages of the service are:-

(1) it will provide security to politicians and staff,

(2) it will provide a better service generally to the public,

(3) it will minimize the risk of damage and theft at City Hall,

(4) it will reduce the likelihood of liability claims as a result of skateboard accidents or incidences generated by use of the pools, i.e. cut feet, and assorted other swimming accidents.

BACKGROUND - Continued...

To date, City Hall staff have been providing this service on an ad-hoc basis, not as part of their duties and responsibilities, but only on an as needed basis. This action by staff could be potentially dangerous and leave the staff open to law suits. The discussion which evolved at our meeting was that staff do not like taking this action at all because of the potential hazards, are no longer prepared to do so and should in fact, not be requested to take this type of action.

Our ad-hoc committee was of the opinion that uniformed personnel retained specifically for this purpose would be a much more effective method in dealing with the problem.

The cost of providing this extra service is $16,016.00 per annum.

As a result of changing our security company effective April 1 1989, the cost of providing security service at City Hall is less costly than we anticipated during October/November 1988 and included in our division operating budget. Accordingly, the Property Maintenance Division budget for 1989, can absorb $9,000.00 of the total annual cost of this extended service for 1989. Since the service will not commence until May 1, 1989, the total funds required for this year alone will be approximately $10,677.00. If this daytime security service is to commence as recommended by May 1, 1989, we would have a shortfall in our budget of $1,677.00.

I can assure the Committee that if approval is given for this extended service, the entire cost of same can be funded from within the overall Property Maintenance Budget through an internal transfer of accounts later in the year or through an approved overdraft in this particular security account.

I have discussed this matter with Mr. E.C. Matthews who has indicated his approval of this method of financing such an expenditure.

c.c. - Mr. K.E. Avery, Deputy City Clerk

- Mr. T. Bradley, Manager, Purchasing Division

- Mr. R. Swan, Manager, Property Maintenance Division

- Mr. E.C. Matthews, City Treasurer
- Mr. L. Sage. Chief Administrative Officer

4.

FOR ACTION

REPORT TO: Chairman and Members of the Finance Committee
Attention: Mr. J. D. Thompson, Secretary

FROM: Mr. K. A. Rouff
City Solicitor

DATE: 1989 April 5
COMM FILE:
DEPT FILE: 10-1.7(a)

SUBJECT: Dofasco Inc. Assessment Appeal

RECOMMENDATION:

That the Law Firm of Weir and Foulds be authorized to take all necessary steps to appeal the Divisional Court Judgment in the Dofasco Assessment case to the Court of Appeal.

FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)

See Background

K. A. Rouff, City Solicitor

BACKGROUND:

On June 8, 1987, Mr. Rosenberg of the Ontario Municipal Board delivered an assessment judgment granting Dofasco a 10% overall reduction on its assessment. Dofasco had argued that due to its property being dissected by City streets its assessment should be lowered because of this economic obsolescence. Dofasco argued it should also receive an allowance for the abnormal physical deterioration its buildings experienced due to the steel making process. The Treasury Department estimates this 10% assessment reduction would cost the City $1,636,000.00 per year in lost tax revenue.

City Council on June 23, 1987 in adopting Item 1 of the 11th Report of the Finance Committee authorized Mr. George Yates, Q.C., to represent the City on the appeal of Mr. Rosenberg's judgment to the Divisional Court. Mr. Yates later became a judge of the Supreme Court of Ontario and the firm of Weir and Foulds was chosen to replace Mr. Yates.

The Divisional Court in a split decision dated February 22, 1989 held that Mr. Rosenberg made several errors of law in his decision and that the determination of Dofasco's Assessment should be returned to the Ontario Municipal Board for clarification. Two members of the Court held Dofasco could make an economic obsolescence argument while the other judge disagreed on this point.

To preserve the City's rights, a notice of leave to appeal was filed by Weir and Foulds. The City's appeals can, however, be discontinued on Council's instructions.

c.c. Mr. E. C. Matthews
City Treasurer

5(a)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1989 April 7
COMM FILE:
DEPT FILE:

SUBJECT: FINANCING OF BUTLER AWARD RE LIBRARY/MARKET CONSTRUCTION

RECOMMENDATION:

That the total award to Anthony Butler, Architect for the Library/Market project, for his claim against the City on various grounds, in the amount of $205,967.56 at January 25, 1989 plus per diem interest of $67.72 until payment, as discussed in a February 15, 1989 report from the Solicitor's department to the Planning the Development Committee, be financed from the "Reserve for Contingency" account RF 59021 25215.

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

-- see above recommendation

-- the legal costs of Mr. Butler will also be paid by the City in an amount yet to be determined

BACKGROUND:

We have received a request for payment of this award and recommend financing from the Reserve for Contingency, as no funds are available from the original construction account (which has been closed) or from the current budget.

The Planning and Development Committee have already dealt with the issue at their meeting of February 15, 1989 and the approval of payment to January 25, 1989 to the City's legal representatives, Weir & Foulds, was approved by City Council February 28, 1989.

c.c. Mr. K. A. Rouff, City Solicitor

5(b)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1989 March 31
COMM FILE:
DEPT FILE:

SUBJECT: **Application for Tax Exempt Status - Occupational Health Clinic for Ontario Workers (Hamilton)**

RECOMMENDATION:

That the application for an exemption from realty taxes by the Occupational Health Clinic for Ontario Workers (Hamilton) be denied.

FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)

Approximate loss in realty tax revenue - $5,000.00.

BACKGROUND:

The Occupational Health Clinic for Ontario Workers (Hamilton) opened an office on February 17, 1989 and is renting space at 800 Barton Street East.

The area now occupied by the Clinic was assessed for 1989 taxation at a minimal value of $2,656.00 on the basis it had been vacant prior to February 17th.

Effective February 17th, the assessed value was to be increased to $17,877.00 as the unit has become income producing for the owner of the property.

Due to the non-profit nature of the Clinic, the tax class will be residential in order that no business taxes will be payable. However, the only basis on which tax exempt status could be obtained under the Assessment Act would be where a non-profit organization both owns and occupies the premises which does not apply in this case.

The Occupational Health Clinic is in fact 100% funded by the Ministry of Labour and should the City consider tax exempt status for this organization, the loss in tax revenue at the municipal level would be a direct benefit to the Provincial Ministry.

Occupational Health Clinic for Ontario Workers (Hamilton)
Centre de santé des travailleurs(ses) de l'Ontario (Hamilton)

MAR 13 1989

800 Barton Street East
Hamilton, Ontario L8L 3B3
(416) 549-2552

March 8, 1989

Mr. Bob Morrow
City of Hamilton
71 Main St W
HAMILTON, Ont
L8N 3T4

To Finance committee

Dear Mayor Morrow:

On behalf of the Board of the Occupational Health Clinic for Ontario Workers (Hamilton), I would like to thank you for taking the time from your schedule to attend our opening on February 17th. We were very pleased with the attendance at the opening, and the interest that was generated. Since that time, we have received many calls and visits from workers in the Hamilton/Niagara Region, requesting information about the Clinic and appointments for diagnosis.

As I indicated to you at the opening, the Clinic would like to apply for relief from payment of property taxes. I have been led to believe that this is possible.

The Clinic is a non-profit health Clinic sponsored by the Ontario Federation of Labour and funded by the Ontario Ministry of Labour. We are an incorporated body under the Ontario jurisdiction.

Our facilities on Barton Street East are rented, and taxes are currently paid by our landlord and charged back to us. The Clinic takes up to 71% of the premises at 800 Barton Street East.

The Board would appreciate any assistance or information you are able to provide. I would be pleased to discuss this matter further with you or your designate.

Thank you for your attention to this matter, and I look forward to hearing from you in the near future.

Fraternally,

Clare Booker,
Executive Director

cc: Dave Wilson, Hamilton & District Labour Council

5(c)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1989 March 28
COMM FILE:
DEPT FILE: 10AB-TX20

SUBJECT: WRITE-OFF OF OUTSTANDING BUSINESS TAXES

RECOMMENDATION:

That outstanding business taxes in the amount of $96,900.94 , be written-off in accordance with Section 495 of the Municipal Act, R.S.O., 1980, and charged to Account CH15401-00001, Tax Write-offs.

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

See above recommendation

BACKGROUND:

Attached is a Schedule outlining business tax accounts which are, in my opinion, uncollectible.

This schedule is summarized as follows:

.....2

City of Hamilton
Treasury

Taxation

		Amount Recommended to be Written-off
Schedule B - Business Taxes		
Category A - Accounts improperly assessed or out of business where deadline for appeal has expired.	5,655.64	
Category B - Accounts assigned to the Collection Agency.	71,961.60	
Category C - Advised by Trustee - Bankruptcy/ In Receivership no funds available for distribution.	19,283.70	96,900.94
TOTAL BUSINESS TAXES		96,900.94

1989 March 28

DJG/ce

City of Hamilton
Treasury

CATEGORY "A" - ACCOUNTS IMPROPERLY ASSESSED OR OUT OF BUSINESS WHERE DEADLINE FOR APPEAL HAS EXPIRED

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1989

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
33	02 01535 8820 0020 871 2	Johnstone, John 80 John St. North	1,219.90	4,435.74	.00	.00	5,655.64	Duplicate Billing - Taxes paid by United Parking Services Inc.
	TOTAL CATEGORY "A" ACCOUNTS		1,219.90	4,435.74			5,655.64	

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO THE COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1989

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
1	01 00130 0450 0141 871 2 17	Women's World of Fitness 1681 Main St. West	28.88	121.95	.00	.00	150.83	Corporation Out of Business - No Assets
2	01 00955 0340 0020 871 3	Dobai, Leszlo Leslie's Shoe Repair & Leather Goods 154 Locke St. South	46.43	104.83	.00	.00	151.26	Out of Business - Unable to locate owner
2	01 00955 0340 0020 871 4 17	Dobai, Leszlo Leslie's Shoe Repair & Leather Goods 154 Locke St. South	12.98	46.87	.00	.00	59.85	Out of Business - Unable to locate owner
3	01 00955 1020 0110 871 2 17	Gomes, George Hayworth, Michael T/A Computer Consulting 237 Locke St. S., Rm. 111	3.36	22.34	.00	.00	25.70	Out of Business - Unable to locate owner
3	01 00955 1020 3100 872 2 17	Gomes, George Hayworth, Michael T/A Computer Consulting 237 Locke St. S., Rm. 111	2.20	15.85	.00	.00	18.05	Out of Business - Unable to locate owner
5	01 01060 2900 0100 881 2 17	603104 Ontario Inc. The Cavern 430 York Blvd.	430.44	1,540.96	.00	.00	1,971.40	Corporation Out of Business - No Assets

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO THE COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1989

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
5	01 01060 2900 0100 881 3	603104 Ontario Inc. The Cavern 430 York Blvd.	10.20	27.30	.00	.00	37.50	Corporation Out of Business - No Assets
6	02 01210 2910 0060 871 2 17	Cicchi, Cynthia Heart to Heart 84 George Street	12.72	84.51	.00	.00	97.23	Out of Business - Unable to locate owner
7	02 01210 3090 0020 871 2 17	Silver, Nancy 11 Hess St. South	38.28	255.42	.00	.00	293.70	Corporation Out of Business - No Assets
7	02 01210 3090 0020 871 3	Silver, Nancy 11 Hess St. South	226.07	510.67	.00	.00	736.74	Corporation Out of Business - No Assets
7	02 01215 0070 0010 861 3	Silver, Nancy 11 Hess St. South	335.54	757.77	.00	.00	1,093.31	Corporation Out of Business - No Assets
7	02 01215 0070 0010 861 4 01	Silver, Nancy 11 Hess St. South	17.92	50.96	.00	.00	68.88	Corporation Out of Business - No Assets
7	02 01215 0100 0020 871 2 17	Silver, Nancy 11 Hess St. South	68.76	458.40	.00	.00	527.16	Corporation Out of Business - No Assets
7	02 01215 0100 0020 871 3	Silver, Nancy 11 Hess St. South	71.59	161.73	.00	.00	233.32	Corporation Out of Business - No Assets
8	02 01220 0050 0680 8781 2 17	Cojana Fashion Shops Ltd. 2 King Street West	68.40	455.90	.00	.00	524.30	Corporation Out of Business - No Assets

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CATEGORY "B" - ACCOUNTS ASSIGNED TO THE COLLECTION AGENCY

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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
13	02 01240 0100 0740 871 2 17	Robert Finch & Assoc. Limited Consulting Engineers 32 James St. S., Rm. 607	8.96	50.90	.00	.00	59.86	Corporation Out of Business - No Assets
13	02 01240 0100 0740 871 3	Robert Finch & Assoc. Limited Consulting Engineers 32 James St. S., Rm. 607	39.45	92.62	.00	.00	132.07	Corporation Out of Business - No Assets
14	02 01390 5310 0010 871 2 17	Prus, Daniel Daniel's 3 146 James St. S., 1st floor	3.72	24.79	.00	.00	28.51	Out of Business - Unable to locate owner
15	02 01390 5580 0060 881 2 02	Casanova Bistro Inc. 180 James St. South	697.20	2,656.21	.00	.00	3,353.41	Corporation Out of Business - No Assets
16	02 0141 9200 0010 871 2	Brown, Donna Olympia Variety 150 Charlton Ave. East	11.25	100.00	.00	.00	111.25	Unable to locate
17	02 01420 0700 0020 871 2 17	603492 Ontario Inc. 115 Hughson St. South	136.18	570.89	.00	.00	707.07	Corporation Out of Business - No Assets
18	02 01430 5610 0010 881 2 17	484326 Ontario Ltd. c/o Chuggies 175 Young Street	172.51	1,061.77	.00	.00	1,234.28	Corporation Out of Business - No Assets
19	02 01445 6300 0060 871 2 17	Interface Travel Ltd. 59 John St. South	4.93	23.06	.00	.00	27.99	Corportion Out of Business - No Assets

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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
20	02 01510 4500 0095 891 1	506224 Ontario Ltd. 25 Hughson St. S.	17.33	121.46	.00	.00	138.79	Corporation Out of Business - No Assets
20	02 01510 45000 0095 891 2 03	506224 Ontario Ltd. 25 Hughson St. South	19.20	95.85	.00	.00	115.05	Corportion Out of Business - No Assets
21	02 01510 6340 0045 881 1 17	Lou Davidson Ltd. Mens Wear 19 John St. South	5.10	81.41	.00	.00	86.51	Corporation Out of Business - No Assets
22	02 01515 0430 0855 871 2 17	Speak Easy Inc. 82 King St. East	120.88	645.24	.00	.00	766.12	Corporation Out of Business - No Assets
23	02 01520 0010 0505 881 2 01	Hodgson, Joan 105 Main St. E., Rm. 504 Ontario Paralegal	82.56	412.58	.00	.00	495.14	Corporation Out of Business - No Assets
24	02 01525 0610 0060 881 1 17	LaVille Cafe Inc. 193 King St. East	1.61	128.64	.00	.00	130.25	Corporation Out of Business - No Assets
24	02 01525 0610 0060 881 2 01	LaVille Cafe Inc. 193 King St. East	191.88	852.46	.00	.00	1,044.34	Corporation Out of Business - No Assets
25	02 01525 1960 0090 861 3 17	Sakal Enterprises Inc. Le Jardin Restaurant 35 King St. East	667.35	2,938.78	.00	.00	3,606.13	Corporation Out of Business - No Assets
26	02 01525 1960 0130 861 3 17	Corham Developments Ltd. Cafe in the Park 35 King St. East	205.74	609.72	.00	.00	815.46	Corporation Out of Business - No Assets

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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
27	02 01525 1960 0210 861 3 17	636018 Ontario Ltd. Plums 35 King St. East	38.25	122.25	.00	.00	160.50	Corporation Out of Business - No Assets
26	02 01525 1960 0500 861 3 17	Corham Developments Ltd. 35 King St. East	542.36	1,669.00	.00	.00	2,211.36	Corporation Out of Business - No Assets
28	02 01530 0790 0080 871 2 17	Canadian Girl Uniforms 54 James St. North	123.00	655.76	.00	.00	778.76	Corporation Out of Business - No Assets
28	02 01530 0790 0080 871 3	Canadian Girl Uniforms 54 James St. North	5.89	15.52	.00	.00	21.41	Corporation Out of Business - No Assets
29	02 01530 0880 0240 872 2 17	Kaloe, Autar Singh 42 James St. N., Rm. 105	22.62	139.32	.00	.00	161.94	Unable to Locate
30	02 01530 0880 2700 861 3 17	586074 Ontario Ltd. c/o Corham Developments 43 Hughson N	520.08	1,733.64	.00	.00	2,253.72	Corporation Out of Business - No Assets
32	02 01535 1120 0165 871 2 17	Butryn, Frank Maxwell, Sinclair Model & Talent Agency 44 Hughson St. North	30.57	160.84	.00	.00	191.41	Out of Business - Unable to locate Owner
34	02 01540 1060 0020 881 2	Rapid Blueprint Inc. 102 Catharine St. North	10.80	42.80	.00	.00	53.60	Corporation Out of Business - No Assets
35	02 01540 7660 0020 871 2 17	Jayson Enterprises Ltd. 41 Wilson Street	122.76	818.77	.00	.00	941.53	Corporation Out of Business - No Assets

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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
36	02 01550 5270 0020 871 2 17	Persand Subash TV Repairs & Stereos 246 James St. North	20.72	118.59	.00	.00	139.31	Corporation Out of Business - No Assets
36	02 01550 5270 0020 871 3 17	Persand Subash TV Repairs & Stereos 246 James St. North	114.81	259.08	.00	.00	373.89	Corporation Out of Business - No Assets
37	02 01810 5950 0040 861 3 17	Cholowsky, Roman Ferguson Discount Centre 212 King William Street	29.76	76.82	.00	.00	106.58	Out of Business - Unable to locate Owner
39	03 02030 5830 0021 871 2 17	632213 Ontario Inc. 370 Main St. E., Bsmt.	51.01	196.36	.00	.00	247.37	Corporation Out of Business - No Assets
39	03 02030 5830 0021 871 3 08	632213 Ontario Inc. 370 Main St. E., Bsmt.	.24	1.65	.00	.00	1.89	Corporation Out of Business - No Assets
40	03 02030 5830 0380 872 2 17	Caspari, Ken Consumer Sampler 370 Main St. E., Rm. 205	8.40	56.31	.00	.00	64.71	Out of Business - Unable to locate Owner
41	03 02030 5830 0520 871 2 17	Promotion Company Ltd. 370 Main St. E., Rm. 304A	10.20	67.98	.00	.00	78.18	Corporation Out of Business - No Assets
42	03 02110 0370 0150 871 3 06	Canmar Industries Div. of Muis Associates Incorp. 401 Main St. East	266.40	710.32	.00	.00	976.72	Corporation Out of Business - No Assets
44	03 02150 0940 0020 861 3 03	Cunha Antonio & Maria Cunha's Auto Sales 366 Barton Street East	352.64	881.30	.00	.00	1,233.94	Out of Business - Unable to locate Owner

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45	03 02150 5960 0020 871 3 17	Holyoke, Larry Elia Investments 363 Barton St. East	15.33	58.01	.00	.00	73.34	Unable to Locate
46	03 02150 6460 0020 881 2	Atlee, Roy Roy's Tatooing 309 Barton St. East	26.46	235.52	.00	.00	261.98	Indigent (Hardship)
47	03 02250 8520 0040 891 2	Rolling Steel Services Ltd. 333 Burlington St. East	233.97	801.97	.00	.00	1,035.94	Corporation Out of Business - No Assets
47	03 02250 8520 0040 891 3 05	Rolling Steel Services Ltd. 333 Burlington St. East	4.05	12.16	.00	.00	16.21	Corporation Out of Business - No Assets
48	03 02325 0460 0010 871 2 17	Hoffman, David Hoffman, Solomon c/o David Hoffman Executor 734 King St. East	12.48	83.08	.00	.00	95.56	Corporation Out of Business - No Assets
49	03 02325 0490 0020 871 2 17	Trek Publications Inc. 752 King St. East	106.08	707.14	.00	.00	813.22	Corporation Out of Business - No Assets
49	03 02325 0490 0020 871 3 01	Trek Publications Inc. 752 King St. East	13.77	41.08	.00	.00	54.85	Corporation Out of Business - No Assets
50	03 02335 5360 0020 871 2 17	Jayson Enterprises Ltd. Carpark c/o Hoffman Bros. Ltd. 14 Acorn Street	18.12	120.44	.00	.00	138.56	Corporation Out of Business - No Assets
50(A)	03 02375 0250 0020 871 2 17	Select Auto Glass Ltd. 480 Barton St. East	56.82	399.84	.00	.00	456.66	Corporation Out of Business - No Assets

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Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
51	03 02660 8210 0140 871 2 17	Portable Structures International Inc. 229 Lottridge Street	104.40	695.67	.00	.00	800.07	Corporation Out of Business - No Assets
51	03 02660 8210 0160 881 2 17	Portable Structures International Inc. 229 Lottridge Street	11.07	75.59	.00	.00	86.66	Corporation Out of Business - No Assets
52	03 02720 1400 0040 871 2	Moore Cheryl Day or Night Towing Service 950 Burlington St. East	97.13	333.05	.00	.00	430.18	Out of Business - Unable to locate Owner
52	03 02720 1400 0040 871 3 01	Moore Cheryl Day or Night Towing Service 950 Burlington St. East	120.32	301.01	.00	.00	421.33	Out of Business - Unable to locate Owner
53	04 02810 0400 0020 881 2	Kong, Emma China Tavern & Restaurant 1123 Main St. East	320.57	1,098.56	.00	.00	1,419.13	Out of Business - Unable to locate Owner
54	04 02815 4210 0020 871 2	Hibbit, John London Hair Shoppe 1266 King St. East	49.74	170.67	.00	.00	220.41	Unable to Locate
54	04 02815 4210 0020 871 3	Hibbit, John London Hair Shoppe 1266 King St. East	50.12	143.59	.00	.00	193.71	Unable to Locate
55	04 02835 0886 0020 881 1 17	Lianos, Joseph T/A Lianos Martial Arts 1108 Cannon St. East	17.95	232.44	.00	.00	250.39	Out of Business - Unable to locate Owner

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56	04 02855 4800 0020 881 2	Aquarium Restaurant Limited 188 Cavell Ave.	44.60	152.44	.00	.00	197.04	Settlement - Balance Closed
56	04 02855 4800 0020 881 3	Aquarium Restaurant Limited 188 Cavell Ave.	60.94	137.78	.00	.00	198.72	Settlement - Balance Closed
56	04 02855 4800 0020 881 5 17	Aquarium Restaurant Limited 188 Cavell Ave.	90.54	123.94	.00	.00	214.48	Settlement - Balance Closed
56	04 02855 4800 0020 881 6	Aquarium Restaurant Limited 188 Cavell Ave.	46.51	50.00	.00	.00	96.51	Settlement - Balance Closed
56	04 02860 2280 0020 881 2	Aquarium Restaurant Limited 927 Barton St. East	1,396.27	4,783.62	.00	.00	6,179.89	Settlement - Balance Closed
56	04 02860 2280 0020 881 3	Aquarium Restaurant Limited 927 Barton St. East	347.06	2,576.33	.00	.00	2,923.39	Settlement - Balance Closed
56	04 02860 2280 0020 881 1 17	Aquarium Restaurant Limited 927 Barton St. East	57.78	1,541.16	.00	.00	1,598.94	Settlement - Balance Closed
56	04 02855 4800 0020 881 1 17	Aquarium Restaurant Limited 188 Cavell Ave.	2.44	49.11	.00	.00	51.55	Settlement - Balance Closed

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57	04 02860 1120 0020 871 2 17	Regional Home Video Ltd. 1054 Barton St. East	12.24	81.43	.00	.00	93.67	Corporation Out of Business - No Assets
58	04 02860 1300 0020 872 2 17	Unelli, Angelo T/A TC Second Hand 1068 Barton St. East	11.25	60.32	.00	.00	71.57	Out of Business - Unable to locate owner
60	04 02875 3560 0040 861 3	Messina, Tom Siciliano, Carmela Coliseum Banquet Centre 173 Beach Road	530.77	1,198.06	.00	.00	1,728.83	Out of Business - Unable to locate owner
61	04 03110 0100 0020 871 2 17	Taylor, Geoffrey & Gloria T/A Aquarium Design 160 Ottawa St. North	15.36	102.38	.00	.00	117.74	Unable to locate owner
62	04 03145 8250 0160 871 2 17	Allied Design (Hamilton) 1184 Barton St. East	3.72	24.90	.00	.00	28.62	Corporation Out of Business - No Assets
62	04 03145 8250 0160 871 3 07	Allied Design (Hamilton) 1184 Barton St. East	16.20	43.20	.00	.00	59.40	Corporation Out of Business - No Assets
65	04 03150 0310 5480 871 2 17	Cochrane Dunlop Ltd. Cochrane's Dominion Hardware 1265 Barton St. East	49.94	363.39	.00	.00	413.33	Corporation Out of Business - No Assets
65	04 03150 0310 5481 871 2 17	Cochrane Dunlop Ltd. Cochrane's Dominion Hardware 1265 Barton St. East	21.12	153.90	.00	.00	175.02	Corporation Out of Business - No Assets

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66	04 03150 0330 0040 871 2 17	James Muir Automotive Hamilton Limited 500 Ottawa St. North	89.52	596.70	.00	.00	686.22	Corporation Out of Business - No Assets
67	04 03155 5310 0100 881 2 06	622136 Ontario Ltd. T/A One Step Stereo 223 Kenilworth Ave. North	56.34	250.72	.00	.00	307.06	Corporation Out of Business - No Assets
68	04 03155 5400 0020 871 2 17	Hotline Tavern Inc. 229 Kenilworth Ave. North	58.00	579.61	.00	.00	637.61	Corporation Out of Business - No Assets
68	04 03155 5400 0020 871 3	Hotline Tavern Inc. 229 Kenilworth Ave. North	23.25	60.16	.00	.00	83.41	Corporation Out of Business - No Assets
69	04 03155 5400 0020 872 2 17	593854 Ontario Inc. T/A Hotline Tavern 229 Kenilworth Ave. North	551.10	2,939.49	.00	.00	3,490.59	Corporation Out of Business - No Assets
70	04 03210 0970 0020 871 2 17	Muir, James Mr. Auto Paint 450 Beach Rd., Unit 1	12.12	80.65	.00	.00	92.77	Corporation Out of Business - No Assets
71	04 03335 8310 0020 881 2 17	Lupton, Robert C. Steel Town Pizza 1338 Barton St. E., 1st frt.	12.40	124.15	.00	.00	136.55	Out of Business - Unable to locate owner
72	05 03850 2470 0070 881 1 17	D'Joint Roadhouse Inc. 1551 Barton St. East	3.00	48.38	.00	.00	51.38	Corporation Out of Business - No Assets

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73	05 04220 9240 0060 871 2 17	Ollis, Linda Chorus Line Dance Boutique 330 Queenston Road	10.96	109.30	.00	.00	120.26	Out of Business - Unable to locate owner
74	05 04530 0010 1300 881 1 17	Murray's Restaurant (Ontario) Limited 75 Centennial Pkwy. N.	13.60	217.84	.00	.00	231.44	Corporation Out of Business - No Assets
74	05 04530 0010 1300 881 2	Murray's Restaurant (Ontario) Limited 75 Centennial Pkwy. N.	3.96	17.99	.00	.00	21.95	Corporation Out of Business - No Assets
74	05 04530 0010 1305 881 1 17	Murray's Restaurant (Ontario) Limited 75 Centennial Pkwy. N.	2.15	34.59	.00	.00	36.74	Corporation Out of Business - No Assets
75	05 04610 0040 0080 872 2 17	Sobin, Elvira T/A Elvira's Hair Studio 160 Centennial Pkwy. N.	4.60	92.25	.00	.00	96.85	Settlement - Balance Closed
75	05 04610 0040 0081 872 2 17	Sobin, Elvira T/A Elvira's Hair Studio 160 Centennial Pkwy. N.	7.08	46.86	.00	.00	53.94	Settlement - Balance Closed
76	05 04710 3390 0095 871 2 17	Weicker Associates Life Insurance Agencies Inc. 298 Grays Rd.	10.40	64.16	.00	.00	74.56	Out of Business - Unable to locate owner
78	05 04920 4910 0020 871 2 17	McAlister Edward Academy Laundromat 477 Melvin Avenue	7.02	31.39	.00	.00	38.41	Out of Business - Unable to locate owner

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79	06 05520 0010 0810 861 3 17	Hamilton, Greg 1119 Fennell Ave. East	12.54	34.78	.00	.00	47.32	Too Small for Litigation
81	06 06230 3000 0120 872 2 01	McShane, Marie 798 Concession St., 2nd	91.77	349.62	.00	.00	441.39	Out of Business - Unable to locate owner
81	06 06230 3000 0120 872 3	McShane, Marie 798 Concession St., 2nd	23.40	93.50	.00	.00	116.90	Out of Business - Unable to locate owner
81	06 06230 3000 0121 872 2 01	McShane, Marie 798 Concession St., 2nd	20.37	77.88	.00	.00	98.25	Out of Business - Unable to locate owner
81	06 06230 3000 0121 872 3	McShane, Marie 798 Concession St., 2nd	5.20	20.83	.00	.00	26.03	Out of Business - Unable to locate owner
82	06 07210 5660 0040 881 2	438025 Ontario Ltd. Patersons Cleaning Service 70 Nebo Rd., Unit 3	205.01	702.55	.00	.00	907.56	Corporation Out of Business - No Assets
82	06 07210 5660 0040 881 3	438025 Ontario Ltd. Patersons Cleaning Service 70 Nebo Rd., Unit 3	281.55	634.97	.00	.00	916.52	Corporation Out of Business - No Assets
82	06 07210 5660 0040 881 4	438025 Ontario Ltd. Patersons Cleaning Service 70 Nebo Rd., Unit 3	260.25	607.79	.00	.00	868.04	Corporation Out of Business - No Assets
82	06 07210 5660 0060 881 2	438025 Ontario Ltd. Patersons Cleaning Service 70 Nebo Rd., Unit 3	207.58	710.83	.00	.00	918.41	Corporation Out of Business - No Assets

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82	06 07210 5660 0060 881 3	438025 Ontario Ltd. Paterson's Cleaning Service 70 Nebo Rd., Unit 3	284.51	642.46	.00	.00	926.97	Corporation Out of Business - No Assets
82	06 07210 5660 0060 881 4	438025 Ontario Ltd. Paterson's Cleaning Service 70 Nebo Rd., Unit 3	364.51	614.97	.00	.00	979.48	Corporation Out of Business - No Assets
83	07 06520 6010 1470 872 2 17	Castle Collections International Inc. T/A Just Curtains 999 Upper Wentworth	196.28	1,121.71	.00	.00	1,317.99	Corporation Out of Business - No Assets
83	07 06520 6010 1471 872 2 17	Castle Collections International Inc. T/A Just Curtains 999 Upper Wentworth	40.60	232.11	.00	.00	272.71	Corporation Out of Business - No Assets
84	07 06520 6010 2910 881 2	637442 Ontario Ltd. Bulk Barn 999 Upper Wentworth	332.50	1,676.72	.00	.00	2,009.22	Corporation Out of Business - No Assets
86	07 06760 6670 0020 871 2	496091 Ontario Inc. Personal Auto Service 410 Upper Sherman	8.46	37.79	.00	.00	46.25	Corporation Out of Business - No Assets
87	07 08160 5720 0020 861 3	Brown Larry Mountain Shell 461 Concession Street	28.26	376.56	.00	.00	404.82	Settlement - Balance Closed

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1989

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
88	07 08610 0100 0025 881 1 17	669815 Ontario Ltd. Rymal Windows & Doors Rymal Energy Centre 55 Rymal Rd. East	5.55	89.19	.00	.00	94.74	Corporation Out of Business - No Assets
89	07 08710 1970 0150 881 1 17	Ghosia Holdings Ltd. T/A Silver Cinema 1151 Upper James St.	14.70	168.23	.00	.00	182.93	Corporation Out of Business - No Assets
90	07 08820 0280 0040 871 2	Fluid Ideas Ltd. 1039 Upper James St.	12.00	119.91	.00	.00	131.91	Corporation Out of Business - No Assets
91	07 08830 0070 0020 871 2 17	Tassone, Charles Magliocco, Frank The Mountain Bakery 879 Upper James St.	43.52	217.48	.00	.00	261.00	Out of Business - Unable to locate owner
91	07 08830 0070 0020 871 3 04	Tassone, Charles Magliocco, Frank The Mountain Bakery 879 Upper James St.	113.10	311.88	.00	.00	424.98	Out of Business - Unable to locate owner
91	07 08830 0070 0030 871 2 17	Tassone, Charles Magliocco, Frank The Mountain Bakery 879 Upper James St.	42.24	211.06	.00	.00	253.30	Out of Business - Unable to locate owner
91	07 08830 0070 0030 871 3 04	Tassone, Charles Magliocco, Frank The Mountain Bakery 879 Upper James St.	101.92	313.24	.00	.00	415.16	Out of Business - Unable to locate owner

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1989

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
92	08 08930 0850 0070 861 4 01	Pro-Star Cleaning Service Inc. Star Cleaners 171 Mohawk Rd. East	121.44	220.76	.00	.00	342.20	Corporation Out of Business - No Assets
92	08 08930 0850 0071 861 4 01	Pro-Star Cleaning Service Inc. Star Cleaners 171 Mohawk Rd. East	15.84	28.67	.00	.00	44.51	Corporation Out of Business - No Assets
93	08 09020 0280 0040 881 2 17	544998 Ontario Ltd. Rainbow Waterbedzzzz 601 Upper James St.	84.97	610.20	.00	.00	695.17	Corporation Out of Business - No Assets
94	08 09020 0490 0020 871 2 17	668508 Ontario Ltd. Perfect Excuse Restaurant 543 Upper James Street	256.50	1,368.22	.00	.00	1,624.72	Corporation Out of Business - No Assets
95	08 09120 0400 0020 881 1 17	Genesee TV Ltd. 542 Upper James Street	8.47	97.02	.00	.00	105.49	Corporation Out of Business - No Assets
96	08 09220 7260 0121 861 3 17	Datt Yogi 636 Upper James, Ste. 301	16.32	54.73	.00	.00	71.05	Disputed Claim - Too small for litigation
98	08 10920 1790 0110 871 2 17	Hirji, Hanif T/A Mountainview Variety 120 San Antonio Dr., U2	58.79	292.89	.00	.00	351.68	Out of Business - Unable to locate owner
98	08 10920 1790 0120 871 2 17	Hirji, Hanif T/A Mountainview Variety 120 San Antonio Dr., U2	16.24	80.43	.00	.00	96.67	Out of Business - Unable to locate owner

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO THE COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1989

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
99	08 10920 1790 0130 881 17	Ava Home Exteriors Ltd. 120 San Antonio Drive	6.25	100.22	.00	.00	106.47	Corporation Out of Business - No Assets
99	08 10920 1790 0130 881 2 07	Ava Home Exteriors Ltd. 120 San Antonio Drive	75.68	378.39	.00	.00	454.07	Corporation Out of Business - No Assets
99	08 10920 1790 0140 881 1 17	Ava Home Exteriors Ltd. 120 San Antonio Drive	1.05	16.59	.00	.00	17.64	Corporation Out of Business - No Assets
99	08 10920 1790 0140 881 2 07	Ava Home Exteriors Ltd. 120 San Antonio Drive	12.48	62.65	.00	.00	75.13	Corporation Out of Business - No Assets
	TOTAL CATEGORY "B" ACCOUNTS		14,230.60	57,731.00			71,961.60	

City of Hamilton
Treasury

CATEGORY "C" - ADVISED BY TRUSTEE
BANKRUPTCY/IN RECEIVERSHIP
NO FUNDS AVAILABLE FOR DISTRIBUTION

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1989

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
4	01 01045 6300 0040 881 2	Silvestri, Michael Key Cleaning Services 115 Pearl St. North	9.02	33.14	.00	.00	42.16	Scott & Pichelli Ltd. - Trustee
4	01 01045 6300 0040 881 3	Silvestri, Michael Key Cleaning Services 115 Pearl St. North	12.58	29.95	.00	.00	42.53	Scott & Pichelli Ltd. - Trustee
9	02 01220 0050 1060 881 1	Great Canadian Soup Co. 2 King St. West Pl.10	1,410.71	9,894.06	.00	.00	11,304.77	Touche Ross Limited - Trustee
9	02 01220 0050 1060 881 2 01	Great Canadian Soup Co. 2 King St. West Pl.10	24.42	177.54	.00	.00	201.96	Touche Ross Limited - Trustee
10	02 01220 1000 0355 851 4 01	Croissant Show Factory Ltd. 120 King St. West	95.46	206.68	.00	.00	302.14	Doane Raymond Limited - Trustee
11	02 01220 1660 0100 851 4 17	Hawker, William Fichtner Studios 226 King St. West	34.40	63.72	.00	.00	98.12	Scott & Pichelli Limited - Trustee
11	02 01220 1660 0100 851 5	Hawker, William Fichtner Studios 226 King St. West	1.68	2.45	.00	.00	4.13	Scott & Pichelli Limited - Trustee
12	02 01220 2500 0020 851 4	Uguccioni, Gail Perez, Sam T/A Croissant Show 294 King St. West	60.27	117.90	.00	.00	178.17	Doane Raymond Limited - Trustee

City of Hamilton
Treasury

CATEGORY "C" - ADVISED BY TRUSTEE
BANKRUPTCY/IN RECEIVERSHIP
NO FUNDS AVAILABLE FOR DISTRIBUTION

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1989

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
12	02 01440 0190 0080 851 4 17	Uguccioni, Gail Perez, Sam Croissant Show 153 James St. South	7.31	13.64	.00	.00	20.95	Doane Raymond Limited - Trustee
31	02 01535 1120 0045 841 5 17	Leonetti, Beniamino c/o Leonetti's Barber Shop 40 Hughson St. North	29.15	44.39	.00	.00	73.54	Touche Ross Limited - Trustee
38	02 01830 7810 0100 861 4	Ribson, John Top Way Variety 125 Wellington St. North	148.01	266.00	.00	.00	414.01	Taylor, Leibow, Marks - Trustee
43	03 02115 2970 0040 841 5 17	Hayton Hampel Ltd. 130 Wellington St. North	17.00	26.83	.00	.00	43.83	Goldstein and Kepecs - Trustee
59	04 02860 1500 0040 851 4	Yaneff, William George's Restaurant & Tavern 1083 Barton St. East	137.20	274.38	.00	.00	411.58	Vine and Partners - Trustee
63	04 03150 0310 3100 841 5	Shawn Bride'n Boutique Ltd. 1265 Barton St. East	599.56	922.10	.00	.00	1,521.66	Appel and Co. Inc. - Trustee
63	04 03150 0310 3101 841 5	Shawn Bride'n Boutique Ltd. 1265 Barton St. East	253.76	390.72	.00	.00	644.48	Appel and Co. Inc. - Trustee
64	04 03150 0310 3460 821 7	Metro Gift Services Ltd. Charm Bar 1265 Barton St. East	70.09	74.76	.00	.00	144.85	Laventhol & Horwath Ltd. - Trustee

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1989

Item Number (1)	Business Serial Number (2)	Name and Business Address (3)	Prior Years Penalty & Interest (4)	Prior Years Arrears (5)	Current Years Penalty & Interest (6)	Current Years Arrears (7)	Taxes Outstanding (8)	Remarks (9)
77	05 04810 1180 0130 841 6 05	Orto Restaurant Equipment And Supplies Limited 2289 Barton St. East	412.80	515.97	.00	.00	928.77	Deloitte, Haskins & Sells Ltd. - Trustee
80	06 06130 9350 0200 841 6 17	Carte, Brian Robert Mountain Cobble Shoe 1107 Fennell Ave. E., U.9	48.45	67.74	.00	.00	116.19	Heaton & Hassel - Trustee
80	06 06130 9350 0201 841 6 17	Carte, Brian Robert Mountain Cobble Shoe 1107 Fennell Ave. E., U.9	13.11	18.78	.00	.00	31.89	Heaton & Hassel - Trustee
85	07 06610 7970 0040 821 8 01	Dunham, James Howard Manek, Asgar Barristers & Solicitors 660 Fennell Ave. East	1,180.06	1,000.61	.00	.00	2,180.67	Vine & Partners - Trustee
97	08 09220 8490 0040 871 2 17	The Great Canadian Jewel Co. Ltd. 730 Upper James Street	72.48	362.38	.00	.00	434.86	Samson, Belair Inc. - Trustee
97	08 09220 8490 0040 871 3 01	The Great Canadian Jewel Co. Ltd. 730 Upper James Street	27.54	81.87	.00	.00	109.41	Samson, Belair Inc. - Trustee
97	08 09220 8490 0041 871 2 17 Samson, Belair Inc.	The Great Canadian Jewel Co. Ltd. 730 Upper James Street	5.44	27.59	.00	.00	33.03	Samson, Belair Inc. - Trustee
TOTAL CATEGORY "C" ACCOUNTS			4,670.50	14,613.20			19,283.70	

City of Hamilton
Treasury

WARD SUMMARY OF OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1989

Ward (1)	Penalty & Interest (2)	Prior Years Arrears (3)	Penalty & Interest (4)	Current Year Arrears (5)	Taxes Outstanding (6)	Number of Accounts (7)
01	556.09	1,943.19	.00	.00	2,499.28	5
02	7,838.06	34,236.25	.00	.00	42,074.31	33
03	1,525.89	5,805.31	.00	.00	7,331.20	14
04	5,008.46	19,380.66	.00	.00	24,389.12	19
05	475.57	1,178.73	.00	.00	1,654.30	7
06	1,818.25	4,576.70	.00	.00	6,394.95	4
07	2,119.19	5,876.49	.00	.00	7,995.68	9
08	779.49	3,782.61	.00	.00	4,562.10	8
TOTAL	20,121.00	76,779.94	.00	.00	96,900.94	99

1989 March 28

DJG/ce

5(d)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1989 April 13
COMM FILE:
DEPT FILE: 10AB-TX14

SUBJECT: 1989 Business Improvement Area Levy By-Laws

RECOMMENDATION:

That the 1989 levy by-laws for the seven (7) Business Improvement Areas in the City of Hamilton be approved.

FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)

To raise operating funds for 1989 as required by the Boards of Management for the Business Improvement Areas.

BACKGROUND:

That the 1989 levy by-laws be approved for the following Business Improvement Areas:

Business Improvement Areas	1989 Levy
Barton Street East #1	6,000.00
Westdale	15,000.00
International Village	70,835.00
Jamesville	29,620.00
Ottawa Street North	85,000.00
Concession Street	18,750.00
Downtown Promenade	198,363.00

DJG/ce

Bill No.

The Corporation of the City of Hamilton

BY-LAW NO. 89-

To Authorize:

The Levy of a Special Charge

In Respect of:

BARTON STREET EAST #1 BUSINESS IMPROVEMENT AREA

GENERALLY COVERING BOTH SIDES OF BARTON STREET FROM THE WEST SIDE OF WELLINGTON STREET TO THE EAST SIDE OF WENTWORTH STREET

WHEREAS subsection 217(17) of The Municipal Act, R.S.O. 1980, Chapter 302, provides that the Council may levy a special charge for the purposes of the Board of Management of an Improvement Area.

> (17) Subject to such maximum and minimum charges as the Council may specify by by-law, the Council shall in each year levy a special charge upon persons in the area assessed for business assessment sufficient to provide a sum equal to the sum of money provided for the purposes of the Board of Management for that area, together with interest thereon at such rate as is required to repay any interest payable by the municipality on the whole or any part of such sum, which shall be borne and paid by such persons in the proportion that the assessed value of the real property that is used as the basis for computing the business assessment of each of such persons bears to the assessed value of all the real property in the area used as the basis for computing business assessment.

AND WHEREAS the Council of the City of Hamilton in adopting Section 15 of the Fifth Report of the Planning and Development Committee on February 14, 1989 approved the amount of $6,000.00 for 1989, for the purpose of the Board of Management of the Business Improvement Area designated by By-law No. 87-178.

AND WHEREAS it is intended that a special charge be levied in accordance with subsection 217(17) of The Municipal Act.

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. There is hereby levied a special charge upon persons in the Improvement Area assessed for business assessment calculated as set out in Schedule "A" hereto annexed and forming part of this by-law.

SCHEDULE "A"

To By-law No.

1.	Total assessed value of all the real property in the area used as the basis for computing business assessment.	$438,495.00
2.	The Mill Rate for the special charge is calculated by:	13.6832
	a) dividing the approved estimates of the Board of Management by	
	b) the total assessed value and	
	c) multiplying the result by 1,000	
3.	Approved estimate for 1989	$ 6,000.00

2. The special charge levied shall be sufficient to provide a sum equal to the sum of $6,000.00 provided for the purposes of the Board of Management for the Improvement Area designated by By-law No. 87-308 together with interest, if any.

3. The special charge and interest shall be borne and paid by the persons referred to in Section 1, in the proportion that the assessed value of the real property that is used as the basis for computing the business assessment of each of such persons bears to the assessed value of all the real property in the area used as the basis for computing business assessment.

PASSED this day of A.D. 1989

City Clerk Mayor

Bill No.

The Corporation of the City of Hamilton

BY-LAW NO. 89-

To Authorize:

The Levy of a Special Charge

In Respect of:

THE WESTDALE BUSINESS IMPROVEMENT AREA

GENERALLY COVERING KING STREET WEST BETWEEN THE AREA OF THE INTERSECTION OF CLINE AVENUE AND KING STREET WEST AND EXTENDING TO AN AREA WEST OF NEWTON AVENUE AND STERLING STREET

WHEREAS subsection 217(17) of The Municipal Act, R.S.O. 1980, Chapter 302, provides that the Council may levy a special charge for the purposes of the Board of Management of an Improvement Area.

> (17) Subject to such maximum and minimum charges as the Council may specify by by-law, the Council shall in each year levy a special charge upon persons in the area assessed for business assessment sufficient to provide a sum equal to the sum of money provided for the purposes of the Board of Management for that area, together with interest thereon at such rate as is required to repay any interest payable by the municipality on the whole or any part of such sum, which shall be borne and paid by such persons in the proportion that the assessed value of the real property that is used as the basis for computing the business assessment of each of such persons bears to the assessed value of all the real property in the area used as the basis for computing business assessment.

AND WHEREAS the Council of the City of Hamilton in adopting Section 14 of the Fifth Report of the Planning and Development Committee on February 14, 1989 approved the amount of $15,000.00 for 1989, for the purpose of the Board of Management of the Business Improvement Area designated by By-law No. 86-98.

AND WHEREAS it is intended that a special charge be levied in accordance with subsection 217(17) of The Municipal Act.

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. There is hereby levied a special charge upon persons in the Improvement Area assessed for business assessment calculated as set out in Schedule "A" hereto annexed and forming part of this by-law.

2. The special charge levied shall be sufficient to provide a sum equal to the sum of $15,000.00 provided for the purposes of the Board of Management for the Improvement Area designated by By-law No. 86-30 together with interest, if any.

3. The special charge and interest shall be borne and paid by the persons referred to in Section 1, in the proportion that the assessed value of the real property that is used as the basis for computing the business assessment of each of such persons bears to the assessed value of all the real property in the area used as the basis for computing business assessment.

PASSED this day of A.D. 1989

City Clerk Mayor

SCHEDULE "A"

To By-law No.

1.	Total assessed value of all the real property in the area used as the basis for computing business assessment.	$ 601,529.00
2.	The Mill Rate for the special charge is calculated by:	24.9365
	a) dividing the approved estimates of the Board of Management by	
	b) the total assessed value and	
	c) multiplying the result by 1,000	
3.	Approved estimate for 1989	$ 15,000.00

Bill No.

The Corporation of the City of Hamilton

BY-LAW NO. 89-

To Authorize:

The Levy of a Special Charge

In Respect of:

THE INTERNATIONAL VILLAGE BUSINESS IMPROVEMENT AREA

GENERALLY COVERING BOTH SIDES OF KING STREET EAST BETWEEN MARY STREET AND WELLINGTON STREET NORTH

WHEREAS subsection 217(17) of The Municipal Act, R.S.O. 1980, Chapter 302, provides that the Council may levy a special charge for the purposes of the Board of Management of an Improvement Area.

> (17) Subject to such maximum and minimum charges as the Council may specify by by-law, the Council shall in each year levy a special charge upon persons in the area assessed for business assessment sufficient to provide a sum equal to the sum of money provided for the purposes of the Board of Management for that area, together with interest thereon at such rate as is required to repay any interest payable by the municipality on the whole or any part of such sum, which shall be borne and paid by such persons in the proportion that the assessed value of the real property that is used as the basis for computing the business assessment of each of such persons bears to the assessed value of all the real property in the area used as the basis for computing business assessment.

AND WHEREAS the Council of the City of Hamilton in adopting Section 17 of the Fifth Report of the Planning and Development Committee on February 14, 1989 approved the amount of $70,835.00 for 1989, for the purpose of the Board of Management of the Business Improvement Area designated by By-law No. 86-212.

AND WHEREAS it is intended that a special charge be levied in accordance with subsection 217(17) of The Municipal Act.

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. There is hereby levied a special charge upon persons in the Improvement Area assessed for business assessment calculated as set out in Schedule "A" hereto annexed and forming part of this by-law.

2. The special charge levied shall be sufficient to provide a sum equal to the sum of $70,835.00 provided for the purposes of the Board of Management for the Improvement Area designated by By-law No. 76-19 together with interest, if any.

3. The special charge and interest shall be borne and paid by the persons referred to in Section 1, in the proportion that the assessed value of the real property that is used as the basis for computing the business assessment of each of such persons bears to the assessed value of all the real property in the area used as the basis for computing business assessment.

PASSED this day of A.D. 1989

City Clerk Mayor

SCHEDULE "A"

To By-law No.

1.	Total assessed value of all the real property in the area used as the basis for computing business assessment.	$1,185,829.00
2.	The Mill Rate for the special charge is calculated by:	59.7346
	a) dividing the approved estimates of the Board of Management by	
	b) the total assessed value and	
	c) multiplying the result by 1,000	
3.	Approved estimate for 1989	$ 70,835.00

Bill No.

The Corporation of the City of Hamilton

BY-LAW NO. 89-

To Authorize:

The Levy of a Special Charge

In Respect of:

THE JAMESVILLE BUSINESS IMPROVEMENT AREA

GENERALLY COMPRISED OF LANDS ON THE EAST AND WEST SIDES OF JAMES STREET NORTH BETWEEN THE RAILWAY TRACKS ON THE NORTH AND KING WILLIAM STREET ON THE SOUTH

WHEREAS subsection 217(17) of The Municipal Act, R.S.O. 1980, Chapter 302, provides that the Council may levy a special charge for the purposes of the Board of Management of an Improvement Area.

> (17) Subject to such maximum and minimum charges as the Council may specify by by-law, the Council shall in each year levy a special charge upon persons in the area assessed for business assessment sufficient to provide a sum equal to the sum of money provided for the purposes of the Board of Management for that area, together with interest thereon at such rate as is required to repay any interest payable by the municipality on the whole or any part of such sum, which shall be borne and paid by such persons in the proportion that the assessed value of the real property that is used as the basis for computing the business assessment of each of such persons bears to the assessed value of all the real property in the area used as the basis for computing business assessment.

AND WHEREAS the Council of the City of Hamilton in adopting Section 2 of the Eighth Report of the Planning and Development Committee on March 28, 1989 approved the amount of $29,620.00 for 1989, for the purpose of the Board of Management of the Business Improvement Area designated by By-law No. 86-74.

AND WHEREAS it is intended that a special charge be levied in accordance with subsection 217(17) of The Municipal Act.

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. There is hereby levied a special charge upon persons in the Improvement Area assessed for business assessment calculated as set out in Schedule "A" hereto annexed and forming part of this by-law.

2. The special charge levied shall be sufficient to provide a sum equal to the sum of $29,620.00 provided for the purposes of the Board of Management for the Improvement Area designated by By-law No. 85-198 together with interest, if any.

3. The special charge and interest shall be borne and paid by the persons referred to in Section 1, in the proportion that the assessed value of the real property that is used as the basis for computing the business assessment of each of such persons bears to the assessed value of all the real property in the area used as the basis for computing business assessment.

PASSED this day of A.D. 1989

City Clerk Mayor

SCHEDULE "A"

To By-law No.

1.	Total assessed value of all the real property in the area used as the basis for computing business assessment.	$1,332,439.00
2.	The Mill Rate for the special charge is calculated by:	22.2299
	a) dividing the approved estimates of the Board of Management by	
	b) the total assessed value and	
	c) multiplying the result by 1,000	
3.	Approved estimate for 1989	$ 29,620.00

Bill No.

The Corporation of the City of Hamilton

BY-LAW NO. 89-

To Authorize:

The Levy of a Special Charge

In Respect of:

THE OTTAWA STREET NORTH BUSINESS IMPROVEMENT AREA

GENERALLY COVERING OTTAWA STREET NORTH BETWEEN MAIN STREET EAST AND EXTENDING TO AN AREA NORTH OF BARTON STREET EAST

WHEREAS subsection 217(17) of The Municipal Act, R.S.O. 1980, Chapter 302, provides that the Council may levy a special charge for the purposes of the Board of Management of an Improvement Area.

> (17) Subject to such maximum and minimum charges as the Council may specify by by-law, the Council shall in each year levy a special charge upon persons in the area assessed for business assessment sufficient to provide a sum equal to the sum of money provided for the purposes of the Board of Management for that area, together with interest thereon at such rate as is required to repay any interest payable by the municipality on the whole or any part of such sum, which shall be borne and paid by such persons in the proportion that the assessed value of the real property that is used as the basis for computing the business assessment of each of such persons bears to the assessed value of all the real property in the area used as the basis for computing business assessment.

AND WHEREAS the Council of the City of Hamilton in adopting Section 16 of the Fifth Report of the Planning and Development Committee on February 14, 1989 approved the amount of $85,000.00 for 1989, for the purpose of the Board of Management of the Business Improvement Area designated by By-law No. 86-99.

AND WHEREAS it is intended that a special charge be levied in accordance with subsection 217(17) of The Municipal Act.

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. There is hereby levied a special charge upon persons in the Improvement Area assessed for business assessment calculated as set out in Schedule "A" hereto annexed and forming part of this by-law.

2. The special charge levied shall be sufficient to provide a sum equal to the sum of $85,000.00 provided for the purposes of the Board of Management for the Improvement Area designated by By-law No. 86-31 together with interest, if any.

3. The special charge and interest shall be borne and paid by the persons referred to in Section 1, in the proportion that the assessed value of the real property that is used as the basis for computing the business assessment of each of such persons bears to the assessed value of all the real property in the area used as the basis for computing business assessment.

PASSED this day of A.D. 1989

City Clerk Mayor

SCHEDULE "A"

To By-law No.

1.	Total assessed value of all the real property in the area used as the basis for computing business assessment.	$1,605,621.00
2.	The Mill Rate for the special charge is calculated by:	52.9390
	a) dividing the approved estimates of the Board of Management by	
	b) the total assessed value and	
	c) multiplying the result by 1,000	
3.	Approved estimate for 1989	$ 85,000.00

Bill No.

The Corporation of the City of Hamilton

BY-LAW NO. 89-

To Authorize:

The Levy of a Special Charge

In Respect of:

THE CONCESSION STREET BUSINESS IMPROVEMENT AREA

GENERALLY COMPRISED OF LANDS COVERING CONCESSION STREET BETWEEN 18TH STREET AND EAST

WHEREAS subsection 217(17) of The Municipal Act, R.S.O. 1980, Chapter 302, provides that the Council may levy a special charge for the purposes of the Board of Management of an Improvement Area.

> (17) Subject to such maximum and minimum charges as the Council may specify by by-law, the Council shall in each year levy a special charge upon persons in the area assessed for business assessment sufficient to provide a sum equal to the sum of money provided for the purposes of the Board of Management for that area, together with interest thereon at such rate as is required to repay any interest payable by the municipality on the whole or any part of such sum, which shall be borne and paid by such persons in the proportion that the assessed value of the real property that is used as the basis for computing the business assessment of each of such persons bears to the assessed value of all the real property in the area used as the basis for computing business assessment.

AND WHEREAS the Council of the City of Hamilton in adopting Section 13 of the Fifth Report of the Planning and Development Committee on February 14, 1989 approved the amount of $18,750.00 for 1989, for the purpose of the Board of Management of the Business Improvement Area designated by By-law No. 86-144.

AND WHEREAS it is intended that a special charge be levied in accordance with subsection 217(17) of The Municipal Act.

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. There is hereby levied a special charge upon persons in the Improvement Area assessed for business assessment calculated as set out in Schedule "A" hereto annexed and forming part of this by-law.

2. The special charge levied shall be sufficient to provide a sum equal to the sum of $18,750.00 provided for the purposes of the Board of Management for the Improvement Area designated by By-law No. 83-308 together with interest, if any.

3. The special charge and interest shall be borne and paid by the persons referred to in Section 1, in the proportion that the assessed value of the real property that is used as the basis for computing the business assessment of each of such persons bears to the assessed value of all the real property in the area used as the basis for computing business assessment.

PASSED this day of A.D. 1989

City Clerk Mayor

SCHEDULE "A"

To By-law No.

1.	Total assessed value of all the real property in the area used as the basis for computing business assessment.	$741,520.00
2.	The Mill Rate for the special charge is calculated by:	25.2859
	a) dividing the approved estimates of the Board of Management by	
	b) the total assessed value and	
	c) multiplying the result by 1,000	
3.	Approved estimate for 1989	$ 18,750.00

Bill No.

The Corporation of the City of Hamilton

BY-LAW NO. 89-

To levy the Special Charges for 1989 for the Improvement Area in the Area between King William Street, Mary Street, Main Street East and James Street, designated by By-Law 82-151

WHEREAS, pursuant to Section 217(10) of The Municipal Act, R.S.O. 1980, Chapter 302, the Board of Management for the Improvement Area has submitted Estimates for the year 1989;

AND WHEREAS, a Special Charge is to be levied to raise the sum equal to the total of the Estimates.

THEREFORE, the Council of the Corporation of the City of Hamilton enacts as follows:

1. The Estimates of the Board of Management for the Improvement Area in the area between King William Street, Mary Street, Main Street East and James Street for 1989 in the amount of $198,363. are hereby approved.

2. In order to raise the said $198,363., there is hereby levied a mill rate of 24.1428 as a Special Charge on the persons in the area assessed for business assessment, in accordance with By-law 82-152, as follows:

(1) The assessed value of all the real property in the Area used as the basis for computing business assessment, (known herein as "the Total Assessed Value") is		$9,115,802
(2) The assessed value of the real property that is used as the basis for computing the business assessment of City Parking Holdings Limited with respect to the hotel business known as "The Royal Connaught Hotel" at 82 King Street East is	$592,212	
This is reduced by two-thirds to produce the Reduced Assessed Value of that business:	394,810	
	$197,402	
(3) The assessed value of the real property that is used as the basis for computing the business assessment of Commonwealth Holiday Inn of Canada Limited with respect to the hotel business known as "The Holiday Inn" at 150 King Street East is	$757,133	
This is reduced by two-thirds to produce the Reduced Assessed Value of that business:	504,758	
	$252,375	
(4) "The Reduced Total Assessed Value" is $9,115,802 - (394,810 + 504,748):		$8,216,234

(5) The Mill Rate for the Special Charge is calculated by:

(a) dividing the approved estimates of the Board of Management, $198,363.

(b) by the Reduced Total Assessed Value, $8,216,234 and

(c) multiplying the result by 1,000: 24.128

3. The portion of the Special Charge to be paid by the hotel business in sub-paragraph 2.(2) shall be determined by multiplying its Reduced Assessed Value by the Mill Rate.

4. The portion of the Special Charge to be paid by the hotel business in sub-paragraph 2.(3) shall be determined by multiplying its Reduced Assessed Value by the Mill Rate.

5. The portion of the Special Charge to be paid by each of the other persons in the Area assessed for business assessment shall be determined by multiplying the assessed value of the real property that is used as the basis for computing the business assessment of such person by the Mill Rate.

PASSED this day of A.D. 19

City Clerk Mayor

E. A. SIMPSON
CITY CLERK

K. E. AVERY
DEPUTY CITY CLERK

CITY HALL
HAMILTON, ONTARIO
L8N 3T4

THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK

1989 April 28

NOTICE OF MEETING

Finance Committee
Tuesday, 1989 May 02
2:00 o'clock p.m.
Room 233, City Hall

John Thompson, Secretary
Finance Committee

JT:mjw

AGENDA

1. PRESENTATION OF 1988 FINANCIAL REPORT

2. DELEGATION

   The Board of Education - Mrs. Mary Caye Clarke, Chairman (no copy)

3. PURCHASING

   (a) Electrical Repairs and Maintenance, Various Civic Buildings

   (b) Purchase of Stihl Weed Trimmers, Central Garage

4. 1989 GRANT APPEALS

5. GRANT FOR THE SIXTH WORLD CONFERENCE ON COOPERATIVE EDUCATION

6. OUTSTANDING 1989 EXISTING GENERAL GRANTS

7. APPROVED SETTLEMENT OF CLAIMS

8. NEW BUSINESS

9. ADJOURNMENT

OUTSTANDING ITEMS

FINANCE COMMITTEE

	ITEM	ORIGINAL DATE	ACTION	STATUS
1.	Vehicle Fleet Leasing Proposal	1988 October	Treasurer	Report Pending

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1989 April 28
COMM FILE:
DEPT FILE:

SUBJECT: **1988 FINANCIAL REPORT**

RECOMMENDATION:

(1) That the Finance Committee accept the 1988 audited Financial Report and forward it to City Council for information purposes.

(2) That the City Treasurer arrange to publish on one occasion the required 1988 financial statements, based on the audited report, in The Hamilton Spectator as soon as possible and in accordance with regulation provided by the Ministry of Municipal Affairs, but in any event, within sixty days of receiving the audited statements according to a regulation of the Ministry of Municipal Affairs.

() That selected statements of the 1988 audited Financial be printed in brochure type report form for distribution to banks, other financial institutions and other interested parties.

FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)

N/A

BACKGROUND:

It has been brought to my attention by Mr. N.R. Adhya, Manager of Accounting, that Mr. M.B. Chandrashekar, Supervisor of Accounting and his staff have prepared the 1988 Financial Report, attached, in accordance with regulations of the Ministry of Municipal Affairs and The Municipal Act. Similarly, the 1988 Financial Report of the H.E.C.F.I. and Hamilton Public Library was prepared by Mr. J. Leuser, Director of Finance and Administration, and Mr. B. Guise, Administrator of Finance and Property respectively. The City Treasurer expresses his appreciation for their co-operation and effort. These statements have been forwarded to the Ministry of Municipal Affairs in Toronto within the final date of April 30, subject to the acceptance of the Finance Committee and City Council.

You will notice that the certificate of our Auditors, dated April 21, 1989 (Page 3), Pannell Kerr MacGillivray, Chartered Accountants, contains a clear opinion, free of any qualifications. This report also indicates that the City of Hamilton is in very sound financial condition.

BACKGROUND: - continued

The 1988 Financial Report for the Hamilton Public Library (Pages 33 to 41), the Parking Authority of the City of Hamilton (Pages 42 to 65), the Hamilton and Scourge Foundation Inc. (Pages 94 to 98), Hamilton Housing Company Limited (Pages 99 and 103), The Hamilton Municipal Retirement Fund (Pages 104-108) and the Municipal Non-Profit (Hamilton) Housing Corporation (Pages 118-126), have also been prepared by the Treasury Department in accordance with the respective statutes and regulations of the Ministry of Municipal Affairs, Ministry of Housing and The Municipal Act.

The 1988 Financial Reports of the Other Local Boards and appointed Boards of Management, such as the Hamilton Entertainment and Convention Facilities, Inc. (Pages 23 to 32), Barton General Business Improvement Area (Pages 66 to 69), Concession Street Improvement Area (Pages 70 to 73), Downtown Hamilton Business Improvement Area (Pages 74 to 77), International Village Business Improvement Area (Pages 78-81), Jamesville Business Improvement Area (Page 82-85), Ottawa Street Business Improvement Area (Page 86-89), Westdale Business Improvement Area (Pages 90-93), and the Hamilton Hydro Electric System(Pages 109-117) are also included in this report. The certificates for all these financial reports from our Auditors, Pannel Kerr MacGillivray, Chartered Accountants, contain a clear opinion, free of any qualifications.

The Municipal Act, Section 85(1), provides that the City Treasurer must either publish, mail or deliver, a copy of the required financial statements to the ratepayers. Section 85(1) also provides that the statements may be published in such a form as the Ministry may prescribe. As outlined in the regulations, the Ministry of Municipal Affairs under "Financial Disclosure to the Public", these statements may be published in The Hamilton Spectator on one occasion within the time requirement specified by regulation which states that publication must take place within sixty days of receiving the audited Financial Statements and Auditors' Report.

In addition, it has been the practice of the City of Hamilton for many years to produce the Financial Report in brochure form for distribution to various financial institutions and other interested parties. I am also recommending that this be contained again for the 1988 Financial Report.

Att'd

c.c. Pannell Kerr MacGillivray
Attention: Mr. M.G. Collyer, F.C.A.

Mr. J. A. Leuser, Director of Finance
& Administration - H.E.C.F.I.

Mr. B. Guise, Director of Finance
and Property - Library

3(a)

FOR ACTION

REPORT TO: MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

FROM: MR. T. BRADLEY, MANAGER
PURCHASING

DATE: 1989 April 14
COMM FILE: 1-8.1
DEPT FILE:

SUBJECT: ELECTRICAL REPAIRS AND MAINTENANCE, VARIOUS CIVIC DEPARTMENTS

RECOMMENDATION
That purchase orders be issued for Electrical Repairs and Maintenance for various Civic Departments during 1989, 1990 and 1991, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, as follows:

1. Don MacIntyre Electric (1983) Limited, Hamilton
2. Cipolla's Services Limited, Burlington
3. Shersdale Inc. O/A Electrical Maintenance Services, Hamilton
4. Burl-Oak Lighting, Kilbride
5. Ronald Wowk Electric Limited, Hamilton
6. Sanders-Lampman Electric Ltd., Stoney Creek

NOTE: Lowest acceptable of nine (9) tenders received. Funds provided in various Repairs and Maintenance Accounts.

T. Bradley

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)
See above RECOMMENDATION

BACKGROUND - Tender Analysis
The departments have requested several electricians because of their own unique capabilities and equipment available to do specialized work such as high lifts, bucket tructs, etc., and some also have specific qualifications in ground fault system and control repairs, high voltage trouble shooting and repairs, residential wiring and most importantly quick response time.

Thirteen suppliers were requested to bid. Four did not respond.

4.

FOR INFORMATION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. D. K. Beattie
Grants Co-Ordinator

DATE: 1989 April 27
COMM FILE:
DEPT FILE:

SUBJECT: **1989 GRANT APPEALS**

BACKGROUND:

This represents the final set of grant appeals of the March 21, 1989, Finance Committee recommendations relative to the existing General grants. The appeals are summarized below:

Time	Applicant	Grant Request	Recommended Grant Amount	Category
2:30 p.m.	Kiwanis Music Festival	$2,290	$2,170	Sunset by Amount
2:45 p.m.	Northern Lights Colour Guard	500	Nil	N/A

Attached are the grant applications and/or supporting material for each applicant.

Consistent with the appeal procedure the applicants will make a fifteen minute presentation, after which the Committee may ask questions, make comments and take the appeal under advisement. A decision on the appeal should be made prior to the conclusion of the meeting.

The present balance of the unallocated Grant Funds is $21,420 which would be used to fund all appeals at this and future meetings as well as funding the new requests of $204,224. The next step in processing the new requests would require the Grants Review Group making recommendations on these requests within the parameter of the balance of the unallocated grant funds.

D Kevin Beattie

Att'd

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2:30

THE CORPORATION OF THE CITY OF HAMILTON

Each organization applying for a grant is required to complete this form annually and forward same to Mr. D. K. Beattie, Grants Co-ordinator, Treasury Department, City Hall, 71 Main Street West, Hamilton, L8N 3T4 (telephone 526-2739), together with their supporting information indicated, on or before October 15.

THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

In the event that more space is required in replying to any question, please use a supplementary sheet and attach to the application.

A. NAME, ADDRESS AND TELEPHONE NUMBER OF ORGANIZATION:

HAMILTON KIWANIS MUSIC FESTIVAL
610-105 MAIN ST. E.
HAMILTON, ONT., L8N 1G6

LIAISON PERSON DAVID R. BINNS PHONE NO. 416-526-7215

B. AMOUNT OF GRANT REQUEST: $ 2290.—

C. PURPOSE OF GRANT: (Indicate)

YES CONTINUING GENERAL ACTIVITIES (OPERATING)
_____ CAPITAL
_____ ONE TIME - SPECIFIC PURPOSE

D. IF OPERATING GRANT, CALCULATE THE CITY'S CONTRIBUTION AS A PERCENTAGE OF YOUR TOTAL OPERATING BUDGET:

	AMOUNT	%
- OPERATING BUDGET - NOT INCLUDING GRANT REQUEST	$ 22,200.	90.6
- CITY'S CONTRIBUTION (GRANT REQUEST)	$ 2290	9.4
TOTAL OPERATING BUDGET	$ 24490	100%

NOTE: In most cases the approved grant may be limited to a maximum of 25% of the total operating budget after the initial grant year. The total operating budget must include any relevant charges for City property rentals and cost recovery of services.

FOR CITY USE ONLY

RECOMMENDATION

1) GRANTS SUB-COMMITTEE	2) FINANCE COMMITTEE	3) CITY COUNCIL	4) APPEAL
$ _____	$ _____	$ _____	$ _____
CATEGORY _____	CATEGORY _____	CATEGORY _____	

GRANT PAYMENT

- UPON CITY COUNCIL APPROVAL $_____
- OTHER DATE OR INSTALMENTS $_____ _____ (date)
  $_____ _____
  $_____ _____

THE CORPORATION OF THE CITY OF HAMILTON

1. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.

FOR OVER 30 YEARS WE HAVE PROVIDED A FORUM FOR MUSIC AND ART STUDENTS, INTERESTED IN OBTAINING ADJUDICATION FROM OUTSIDE SOURCES

2. What are the general objectives and/or services of your organization?

TO FURTHER THE DEVELOPMENT OF ART AND MUSIC IN HAMILTON

3. Is there a local organization that provides similar services to those stated above. If yes, how are your services different from this other organization? NO

THE CORPORATION OF THE CITY OF HAMILTON

4. Do volunteers participate in your program?

No ____ Yes X If yes, please indicate number and type of involvement.

approximately 50
assist in co-ordination, and adjudicators

5. Is your organization local in nature or is it a branch or segment of a provincial or national organization?

LOCAL
IT VOLUNTARILY IS A MEMBER OF PROVINCIAL AND NATIONAL ASSOCIATIONS

6. Does your organization provide a service to:

(a) All citizens YES

(b) A specific group —

(c) A specific area —

Describe briefly:
Anyone can enter. No prequalifications. We also invite the public to come and listen.

7. In what geographical area does your organization operate?

Principally Hamilton and some of the region

THE CORPORATION OF THE CITY OF HAMILTON

8. For what purpose are the requested grant funds to be utilized within your organization? Be specific.

To help defray cost of printing

9. For what reason does your organization merit the use of public funds for the purpose indicated above?

It is a charity group. The musicians to that have an income to pay for this type of education

10. a) Has the organization requested financial assistance in the last twelve months from other organizations, e.g. Federal, Provincial, or Municipal Governments, Private Corporations, Foundations, etc? YES ___ No ___

If Yes, complete the following:

Date of Application	From Whom Requested	Amount Requested	Approved ~~or~~ Denied Amount
	City of Hamilton		$ 200.-

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON--WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

b) Are any funds outlined above conditional upon City assistance. If yes, what are the ramifications of the City denying a Grant?

/

11. What other steps are being taken to increase revenues? Examples should be given such as increasing your membership or admission fees.

Membership fees have been raised 10%.

THE CORPORATION OF THE CITY OF HAMILTON

12. Does this organization provide a service for which a charge is made? Some examples are admission fees, membership fees and rental charges. If answer is "yes", give details.

NO Charges.

13. Have you received funding from the City in prior years? If so, when and how much?

Year	Requested Amount	Approved Amount
1988	$	$ 2170.—
1987	$	$ 2070.—
	$	$
	$	$

14. What are your estimated grant requests from the City of Hamilton for the next three years (exclusive of the present grant application year)?

Year	Amount
1989	$ 2270
1990	$ 2500
1991	$ 2750

THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

NOTE: An organization receiving a grant will NOT automatically qualify for continuing funding, and will be subject to annual evaluation.

15. What are the consequences to your organization of receiving no funding from the City of Hamilton?

Down sizing the Music Festival!

THE CORPORATION OF THE CITY OF HAMILTON

16. Will your organization ever be self-supporting? If yes, when?

NO.

If no, how will your service be continued if financial assistance is terminated in the future by the City?

At a lower, smaller participation

17. Would your organization agree, subject to your availability and if requested by the City, to perform or otherwise provide your services at public functions or events, free of charge? Yes.

18. List the Executive Officers of your organization.

Name and Title	Address	Telephone Number ~~Business~~	Home
GAIL & JAMES SPRING.	211 KING ST. DUNDAS, ONT		627-1693
WIN GRIFFITH	91 MOUNTAIN AVE HAMILTON, ONT		529-8652
KEN GEE	451 ABERDEEN AVE HAMILTON, ONT		529-7334
BARBARA MORTON	16 DALEWOOD CRESC HAMILTON, ONT		528-6237
DAVID BINNS	610-105 MAIN ST. E. HAMILTON, ONT		526-9215

THE CORPORATION OF THE CITY OF HAMILTON

19. Submit an estimate of operating revenues and expenditures for your organization's fiscal year for which the grant is requested and a statement of operating revenues and expenditures for the preceding year in the attached form (Exhibit 1), together with the details of salaries and benefits (Exhibit 2). In addition, submit your organization's financial statements for the preceding fiscal year including details of assets and liabilities (balance sheet). Audited financial statements are preferred, and required if your grant request is $5,000 or more; however, if it is not normal practice to have an audited financial statement prepared, have your Treasurer submit your own financial statement. If the aforementioned financial statements are not presently available, these must be submitted as soon as possible, and in any event, before the grant is paid.

attached

Oct. 31/88
Date

NOTE: I understand by signing this application that the City of Hamilton makes no commitment to the payment of any grant prior to final City Council approval. I also agree to submit a report within the grant calendar year outlining the success of the organization and the allocation of grant monies.

DAVID R. BIRNS
DIRECTOR
Name and Title of Officer Making Application

David R. Birns
Signature of Officer Making Application

416-526-9215
Telephone Number

Appendix "A"
Exhibit 1
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

STATEMENT OF REVENUES AND EXPENDITURES
(all amounts to nearest dollar)

Description (1)	Fiscal Year Ended: Actual Preceding Year 19__ (2)	Fiscal Year Ended: Estimate Current Grant Year SEPT 1989 (3)	Increase+ Decrease- over Preceding Fiscal Year: Amount (4)	% (5)
REVENUES				
Income (Specify)	see statement attached	22200.-	$2200.-	10%
GRANT RECEIPTS				
Government of Canada		$2290.-	$120.-	5.5%
Government of Ontario				
Other Municipalities (Specify)				
		0	0	
United Way Grants				
OTHER (Specify)				
TOTAL REVENUES		24490	2320.-	9.5%
EXPENDITURES				
Salaries and Benefits (detail on Exhibit 2)	see attached statement	3400.-	$320.-	10.4%
Other (Specify)		21090.-	$1408.-	7.2%
TOTAL EXPENDITURES		24,490	1728.-	7.0%
~~SURPLUS OR~~ (DEFICIT)	-590.63		0	

Appendix "A"
Exhibit 2
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

DETAILS OF SALARIES AND BENEFITS
(as listed on Exhibit 1)

Name and Position (1)	Fiscal Year Ended: Actual Preceding Year Sept 1988 (2)	Fiscal Year Ended: Estimate Current Grant Year Sept 1989 (3)	Increase+ Decrease- over Preceding Fiscal Year: Amount (4)	Increase+ Decrease- over Preceding Fiscal Year: % (5)
Barbara Morton Co. Executive Director	1540.—	1700.—	160.—	10.4%
Ken Lee Co. Executive Director	1540.—	1700.—	160.—	10.4%
TOTAL SALARIES AND BENEFITS per Exhibit 1	3080.—	3400.—	320.—	10.4%

Copy for Dave Bennis

HAMILTON KIWANIS MUSIC FESTIVAL

COMPARATIVE FINANCES OF THE 1987 and 1988 MUSIC FESTIVALS

REVENUE	1987	1988
Entry Fees	$10,570.90	$11,517.75
Programme Sales	658.50	855.50
Festival of Stars Collection	259.00	101.00
City of Hamilton Grant	2,070.00	2,170.00
Kiwanis Clubs' Grants	4,000.00	2,460.00
Programme Advertising	5,035.00	4,680.00
Bank Interest	264.57	340.84
Opening Concert Donation		31.75
Miscellaneous		14.98
	22,857.97	22,171.82

EXPENSES		
Wages	$2,665.00	$3,080.00
Piano Tuning	432.28	428.00
Ontario Music Festival Ass'n	306.50	318.92
Postage	461.83	582.11
Printing and Typesetting	2,028.47	4,765.38
Expense of Advertising	42.20	29.60
Plaques, Ribbons & Certificates	905.97	951.16
General Supplies	222.65	62.90
Hall Rentals	1,677.50	2,499.07
Adjudicators' Fees & Travel	6,049.77	6,235.78
Adjudicators' Hamilton Accom.	2,356.32	2,461.92
Festival of Stars' Night	243.74	313.00
Telephone	227.43	114.39
Arts Council	40.00	165.00
Posters and Signs	274.04	
Festival Winners' Travel Allow.	600.00	350.00
Donation to Scholarship Fund	150.00	
Bank Charges	34.93	25.05
Opening Concert Accompanists		270.00
Annual Meeting (O.M.F.A.)	120.70	
Miscellaneous	255.88	110.17
	19,095.21	22,762.45
Surplus (Deficit)	3,762.76	(590.63)

2:45

THE CORPORATION OF THE CITY OF HAMILTON

Each organization applying for a grant is required to complete this form annually and forward same to Mr. D. K. Beattie, Grants Co-ordinator, Treasury Department, City Hall, 71 Main Street West, Hamilton, L8N 3T4 (telephone 526-2739), together with their supporting information indicated, on or before October 15.

THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

In the event that more space is required in replying to any question, please use a supplementary sheet and attach to the application.

A. NAME, ADDRESS AND TELEPHONE NUMBER OF ORGANIZATION:

NORTHERN LIGHTS COLOUR GUARD
C/o 277 EAST 37th ST.
HAMILTON ONT. L8V 4B2.

LIAISON PERSON BONNIE McALLISTER PHONE NO. 383-2852

B. AMOUNT OF GRANT REQUEST: $ 500.00

C. PURPOSE OF GRANT: (Indicate)

✓ CONTINUING GENERAL ACTIVITIES (OPERATING)
_____ CAPITAL
_____ ONE TIME - SPECIFIC PURPOSE

D. IF OPERATING GRANT, CALCULATE THE CITY'S CONTRIBUTION AS A PERCENTAGE OF YOUR TOTAL OPERATING BUDGET:

	AMOUNT	%
- OPERATING BUDGET - NOT INCLUDING GRANT REQUEST .....$	1700.00	77
- CITY'S CONTRIBUTION (GRANT REQUEST) .....$	500.00	23
TOTAL OPERATING BUDGET $	2200.00	100%

NOTE: In most cases the approved grant may be limited to a maximum of 25% of the total operating budget after the initial grant year. The total operating budget must include any relevant charges for City property rentals and cost recovery of services.

FOR CITY USE ONLY

RECOMMENDATION

1) GRANTS SUB-COMMITTEE	2) FINANCE COMMITTEE	3) CITY COUNCIL	4) APPEAL
$ _____	$ _____	$ _____	$ _____
CATEGORY _____	CATEGORY _____	CATEGORY _____	

GRANT PAYMENT

- UPON CITY COUNCIL APPROVAL $_____
- OTHER DATE OR INSTALMENTS $_____ _____ (date)
  $_____ _____
  $_____ _____

THE CORPORATION OF THE CITY OF HAMILTON

1. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.

NORTHERN LIGHTS WAS FORMED IN 1985, AS ABBACUS COLOUR GUARD. WE ARE A NON PROFIT YOUTH ORGANIZATION. THE OPERATIONS OF THE ORGANIZATION ARE RUN COMPLETELY BY PARENT VOLUNTEERS.

2. What are the general objectives and/or services of your organization?

MEMBERS RANGE IN AGE FROM 8 TO 14 YEARS OF AGE. THEY LEARN CO-ORDINATION AND MUSIC APPRICIATION THROUGH THE USE OF VARIOUS EQUIPMENT, MARCHING AND DANCE. GOOD CHARACTER, SELF-DISIPLINE, SELF-RESPECT AND TEAM WORK ARE DEVELOPED.

3. Is there a local organization that provides similar services to those stated above. If yes, how are your services different from this other organization?

AT THIS TIME, NORTHERN LIGHTS IS THE ONLY INDEPENDENT COLOUR GUARD IN HAMILTON.

THE CORPORATION OF THE CITY OF HAMILTON

4. Do volunteers participate in your program?

No ____ Yes ✓ If yes, please indicate number and type of involvement.

DIRECTORS - 2
INSTRUCTORS - 2

5. Is your organization local in nature or is it a branch or segment of a provincial or national organization?

WE ARE THE ONLY LOCAL ORGANIZATION OF THIS NATURE

6. Does your organization provide a service to:

(a) All citizens ____

(b) A specific group ✓

(c) A specific area ____

Describe briefly:

YOUTHS RANGING IN AGE FROM 8 TO 21 YEARS OF AGE.

7. In what geographical area does your organization operate?

IN THE CITY OF HAMILTON.

THE CORPORATION OF THE CITY OF HAMILTON

8. For what purpose are the requested grant funds to be utilized within your organization? Be specific.

GRANT FUNDS ARE REQUESTED TO HELP OFF-SET THE COST OF GYM RENTAL, UNIFORMS AND EQUIPMENT.

9. For what reason does your organization merit the use of public funds for the purpose indicated above?

IT ALLOWS NORTHERN LIGHTS TO REPRESENT THE CITY OF HAMILTON AT COMPETITIONS.

10. a) Has the organization requested financial assistance in the last twelve months from other organizations, e.g. Federal, Provincial, or Municipal Governments, Private Corporations, Foundations, etc? **YES** ____ **No** ✓

If Yes, complete the following:

Date of Application	From Whom Requested	Amount Requested	Approved or Denied Amount

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON--WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

b) Are any funds outlined above conditional upon City assistance. If yes, what are the ramifications of the City denying a Grant?

11. What other steps are being taken to increase revenues? Examples should be given such as increasing your membership or admission fees.

INCREASED MONTHLY DUES FROM $16.00 TO $18.00 PER MONTH. DANCE; CARWASH, PRACTICE-A-THON.

THE CORPORATION OF THE CITY OF HAMILTON

12. Does this organization provide a service for which a charge is made? Some examples are admission fees, membership fees and rental charges. If answer is "yes", give details.

MONTHLY DUES OF $18.00 PER MEMBER.

13. Have you received funding from the City in prior years? If so, when and how much?

Year	Requested Amount	Approved Amount
1986	$ 1,000.00	$ 500.00
1987	$ 800.00	$ 500.00
	$	$
	$	$

14. What are your estimated grant requests from the City of Hamilton for the next three years (exclusive of the present grant application year)?

Year	Amount
1989	$ 500.00
1990	$ 500.00
1991	$ 500.00

THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

NOTE: An organization receiving a grant will NOT automatically qualify for continuing funding, and will be subject to annual evaluation.

15. What are the consequences to your organization of receiving no funding from the City of Hamilton?

IT WOULD RESTRICT OUR TRAVEL TO COMPETITIONS THROUGHOUT SOUTHERN ONTARIO.

THE CORPORATION OF THE CITY OF HAMILTON

16. Will your organization ever be self-supporting? If yes, when?

WE HOPE TO BE SELF-SUPPORTING IN THE NEAR FUTURE, BUT ALOT DEPEND ON WHAT INCREASES THERE WOULD BE TO OUR BUDGET, WHICH CAN DIFFER GREATLY EACH YEAR.

If no, how will your service be continued if financial assistance is terminated in the future by the City?

IT IS QUIT POSSIBLE THAT WE WOULD NOT BE ABLE TO OPERATE IF ASSISTANCE WAS TERMINATED.

17. Would your organization agree, subject to your availability and if requested by the City, to perform or otherwise provide your services at public functions or events, free of charge?

NORTHERN LIGHTS WOULD BE PLEASED TO PERFORM FOR THE CITY FOR FREE OF CHARGE.

18. List the Executive Officers of your organization.

Name and Title	Address	Telephone Number Business	Telephone Number Home
BONNIE McALLISTER (DIRECTOR)	277 EAST 37th HAM.		383-2852
DAVE STEELE (DIRECTOR)	CAMERON AVE DUNDAS		628-4039
CORINNE LINDEMAN	MOUNTAIN AVE STONEY CREEK		
SUE BRIDEAU	BURLINGTON		

THE CORPORATION OF THE CITY OF HAMILTON

19. Submit an estimate of operating revenues and expenditures for your organization's fiscal year for which the grant is requested and a statement of operating revenues and expenditures for the preceding year in the attached form (Exhibit 1), together with the details of salaries and benefits (Exhibit 2). In addition, submit your organization's financial statements for the preceding fiscal year including details of assets and liabilities (balance sheet). Audited financial statements are preferred, and required if your grant request is $5,000 or more; however, if it is not normal practice to have an audited financial statement prepared, have your Treasurer submit your own financial statement. If the aforementioned financial statements are not presently available, these must be submitted as soon as possible, and in any event, before the grant is paid.

November 28/88
Date

NOTE: I understand by signing this application that the City of Hamilton makes no commitment to the payment of any grant prior to final City Council approval. I also agree to submit a report within the grant calendar year outlining the success of the organization and the allocation of grant monies.

BONNIE McALLISTER

DIRECTOR
Name and Title of Officer Making Application

Bonita McAllister
Signature of Officer Making Application

383-2852
Telephone Number

Appendix "A"
Exhibit 1
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

STATEMENT OF REVENUES AND EXPENDITURES
(all amounts to nearest dollar)

Description (1)	Fiscal Year Ended: Actual Preceding Year SEPT 1988 (2)	Fiscal Year Ended: Estimate Current Grant Year 19__ (3)	Increase+ Decrease- over Preceding Fiscal Year: Amount (4)	% (5)
REVENUES				
Income (Specify)				
MONTHLY DUES	1,450.00	1200.00		
FUND RAISING	1,000.00	700.00		
OTHER INCOME	500.00	200.00		
GRANT.	500.00	500.00		
GRANT RECEIPTS				
Government of Canada				
Government of Ontario				
Other Municipalities (Specify)				
United Way Grants				
OTHER (Specify)				
TOTAL REVENUES	$3450.00	$3600.00	150.00	+ 10%
EXPENDITURES				
Salaries and Benefits (detail on Exhibit 2)				
Other (Specify)				
UNIFORMS & EQUIPMENT	670.00	700.00		
TRAVEL EXPENSES	1230.00	1300.00		
GYM RENTAL	700.00	800.00		
BANQUET	250.00	300.00		
GUARD CAMPS	300.00	200.00		
MIS.	200.00	200.00		
TOTAL EXPENDITURES	3350.00	3500.00	150.00	+ 10%
SURPLUS OR (DEFICIT)	$100.00	$100.00		

Appendix "A"
Exhibit 2
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

DETAILS OF SALARIES AND BENEFITS
(as listed on Exhibit 1)

Name and Position	Fiscal Year Ended: Actual Preceding Year 19___	Fiscal Year Ended: Estimate Current Grant Year 19___	Increase+ Decrease- over Preceding Fiscal Year: Amount	Increase+ Decrease- over Preceding Fiscal Year: %
(1)	(2)	(3)	(4)	(5)
TOTAL SALARIES AND BENEFITS per Exhibit 1	_____	_____	_____	_____
	==========	==========	==========	=====

Nov. 28, 1988

Dear Mr. Beattie:

This is to advise you that Abbacus Colour Guard has changed its name to Northern Lights Colour Guard.

Everything associated with the Guard is still the same as in previous years.

If you have any questions please feel free to call me.

Sincerely

Bonita McAllister

5.

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. D. K. Beattie
Grants Co-Ordinator

DATE: 1989 April 27
COMM FILE:
DEPT FILE:

SUBJECT: **GRANT FOR THE SIXTH WORLD CONFERENCE ON CO-OPERATIVE EDUCATION**

RECOMMENDATION:

a) that a grant in the amount of $15,000 to the Organizing Committee of the Sixth World Conference on Co-Operative Education, which was approved in principle by City Council July 26, 1988, be approved subject to a matching grant from the Regional Municipality of Hamilton-Wentworth;

b) that the $15,000 be funded from within the Convention/Reception Grant Allocation of the Grants budget, account no. GR 534XX 20020.

D. Kevin Beattie

FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)

See above recommendation.

BACKGROUND:

Attached is a copy of Section 10 of the 15th report of the Executive Committee which was approved by City Council July 26, 1988.

The above recommendation is necessary to formally approve the grant of $15,000. Regional Council at its meeting of April 4, 1989, approved a Grant of $15,000 conditional on the City of Hamilton Grant.

There are sufficient funds within the Convention/Reception Grant allocation of the Grants Budget.

DKB:jc

c.c. Mayor R. M. Morrow,
Alderman V. Agro, Alderman, Ward 2
Mr. Lou Sage, Chief Administrative Officer
Mr. E. C. Matthews, Treasurer
Mr. D. Farquhar, Acting Director, Culture & Recreation
Mr. J. Schatz, Secretary, Co-Ordinating Committee
Regional Chairman R. Whynott
Regional Councillor, Ms. A. Sloat, Chairman, Finance & Personnel Committee
Mr. G. Partridge, Conference Chairman

Subjoined is a Copy of Section 10 of the FIFTEENTH Report for 1988 of the Executive Committee adopted by City Council July 26, 1988.

10. That a grant of $15 000 to the Organizing Committee of the Sixth World Conference on Co-operative Education be approved in principle and that the Council for 1989-1991 be requested to include the necessary appropriation in the 1989 Expenditure estimates for the City of Hamilton.

NOTE: This grant is recommended on the understanding that the Regional Municipality of Hamilton-Wentworth will approve a similar grant.

The World Conference on Co-operative Education in the past has been held in London, England, Boston, Melbourne, Edinburgh and Amsterdam.

The organizers anticipate the attendance of approximately 1 000 delegates from 35 or more Countries.

6.

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. D. K. Beattie
Grants Co-Ordinator

DATE: 1989 April 28
COMM FILE:
DEPT FILE:

SUBJECT: **OUTSTANDING 1989 EXISTING GENERAL GRANTS**

RECOMMENDATION:

The Grants Review Group has met and respectfully recommends:

a) That the following recommendations relative to the previously tabled grants be approved:

	Applicant	1988 Grant	1989 Request	1989 Recommendation Amount	Category
i)	McQueston Community Association	$2,000	$2,500	$2,000	Fixed
ii)	Junior Achievement of Hamilton	7,500	7,500	7,500	Fixed
iii)	Hamilton Safety Council	23,000	23,000	23,000	Fixed

b) that the above Grant amounts have been provided for within the Grants budget allocation;

c) that the Committed General Grant for the Fire Department Band for $4,290 which was approved by Council April 11, 1989, be increased by $1,070 to $5,360 to provide for an additional three months airport rental charge for 1989.

d) that the Fixed Grant for the Santa Claus Parade Committee for $15,000 which was approved by the Finance Committee March 21, 1989, be increased by $1,500 to $16,500 to offset City invoices for signage and related costs relative to the parade;

e) that the increased grant amounts from items (c) and (d) above totalling $2,570 be funded from the balance of the unallocated Grant funds;

f) that the Grants Co-Ordinator be directed to advise the applicants of these recommendations to determine if the applicant will be requesting an appeal of this recommendation to the Finance Committee and that any appeals be scheduled to appear at the earliest possible meeting of the Finance Committee.

D Kevin Beattie

FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)

See above Recommendation.

BACKGROUND:

At the Finance Committee meeting of March 21, 1989, a recommendation was approved relative to the existing 1989 General Grants which included 10 tabled grant requests. Seven of these tabled requests were resolved at the last Finance meeting. Item (a) deals with the three remaining tabled requests. These three were tabled pending further financial information which has now been provided.

The Committed General Grant for the Fire Department Band which was approved by Council April 11, 1989, is to offset the airport rental charges. The annual rental charge is $4,283.14. An additional three months rent for $1,070.79 has been invoiced to adjust the year end for the rental charges to be consistent with Transport Canada's year end.

The Santa Claus Parade Committee has been invoiced by the City in 1987 and 1988 for signage and related costs relevant to the Parade. The total outstanding invoice amount is $916.00 for the two years. The recommendation of increasing the grant by $1,500 to $16,500 would offset these charges including any related charges for the 1989 Parade.

The increased grant amounts totalling $2,570 for the Fire Department Band and the Santa Claus Parade would have to be funded from the balance of the Unallocated Grant Funds. The balance of these funds is presently $21,420 subject to any increased grant amounts from the appeals to be heard at this Finance Committee meeting. The recommended amounts for the three previously tabled grants had been allocated within the grants budget and would have no impact on the $21,420 noted above.

7.

FOR ACTION

REPORT TO: Chairman and Members
Finance Committee

FROM: John Thompson, Secretary
Finance Committee

DATE: 1989 April 28
COMM FILE:
DEPT FILE:

SUBJECT:

Approved Settlement of Claims.

RECOMMENDATION:

That the attached Summary Report containing a listing and amounts of approved Settlement of Claims be received and that a copy be forwarded to City Council for information in accordance with approved policy.

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

See amounts detailed in attached Summary Report.

BACKGROUND:

In order to expedite the Settlement of Claims by outside solicitors and save claim costs due to delays, City Council at its meeting held 1988 July 26, in adopting Section 3 of the TWELFTH Report of the Finance Committee, approved a signing limitation policy authorizing the City Solicitor, Director of Public Works and the Chief Administrative Officer to process and approve Settlement of Claims of up to $10 000. This policy requires that the approved Settlement of Claims be reported to the Finance Committee and City Council for information only.

Attachment

FINANCE COMMITTEE

SUMMARY OF APPROVED SETTLEMENT OF CLAIMS

PLAINTIFF	DEFENDANT	NATURE OF CLAIM	AMOUNT OF SETTLEMENT
Brendan Stone	City of Hamilton	Fall on Sidewalk 1987 September 23	$ 500.00
Ken and Ed Garside	City of Hamilton	Traffic Accident 1985 May 05	$ 250.00
Marion Lott	City of Hamilton	Trip and Fall 1987 February 16	$ 1 506.18
Annie Stachow	City of Hamilton	Trip and Fall 1987 June 11	$ 6 120.32
Catherine Queen	City of Hamilton	Trip and Fall 1987 July 31	$ 2 500.00
Suk Chang Kim	City of Hamilton	Accident Main Entrance Door City Hall 1988 May 26	$ 750.00

E. A. SIMPSON
CITY CLERK

K. E. AVERY
DEPUTY CITY CLERK

CITY HALL
HAMILTON, ONTARIO
L8N 3T4

THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK

1989 May 19

NOTICE OF MEETING

Finance Committee
Tuesday, 1989 May 23
2:00 o'clock p.m.
Room 233, City Hall

John Thompson, Secretary
Finance Committee

JT:mjw

AGENDA

A. DELEGATION

McQueston Community Association - Grant

1. Approval of the Minutes of the Meetings of the Finance Committee held 1989 April 18, April 25 and May 02.

2. ALDERMAN J. GALLAGHER
Presentation
Regarding Operational Review/Audit of "All Departments"

3. MANAGER OF PURCHASING

(a) Supply and Delivery of Anti-Freeze, City Garage

(b) Replacement for Vehicles No. 9347 and No. 9016, Central Garage

(c) Replacement of Vehicle No. 9080, Central Garage

(d) Replacement of Vehicle No. 9628, Central Garage

4. TREASURER

   (a) Financing Firefighter Bunker Suits

   (b) Financing of Fund for Assistive Devices - Disabled Employees

   (c) Challenge '89 Summer Employment/Experience Development (S.E.E.D.) Program

5. 1989 NEW GRANT REQUESTS

6. LATE 1989 GENERAL GRANT REQUEST (Information Only)

7. ROSS AND McBRIDE SETTLEMENT OF CLAIM

8. APPROVED SETTLEMENT OF CLAIMS

9. NEW BUSINESS

10. ADJOURNMENT

OUTSTANDING ITEMS

FINANCE COMMITTEE

	ITEM	ORIGINAL DATE	ACTION	STATUS
1.	Vehicle Fleet Leasing Proposal	1988 October	Treasurer	Report Pending

A-

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. D.K. Beattie
Grants Co-Ordinator

DATE: 1989 May 15
COMM FILE:
DEPT FILE:

SUBJECT: **OUTSTANDING 1989 EXISTING GENERAL GRANT -- McQUESTON COMMUNITY ASSOCIATION**

RECOMMENDATION:

The Grants Review Group has met and respectfully recommends:

a) That a fixed Grant in the amount of $2,000 to the McQueston Community Association, which grant was previously tabled, be approved.

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

The recommended grant amount has been provided for within the Grants budget allocation.

BACKGROUND:

At its meeting of May 2, 1989, the Finance Committee had tabled this recommendation pending an invitation for the applicant to appear before the Committee. The Committee was looking for clarification of the purpose of the Grant and any relationship to the approved Regional Grant in the amount of $2,090 for 1989.

The applicant had requested a 1989 $2,500 operating grant. In 1988 the applicant had received a fixed grant in the amount of $2,000. Attached is the grant application and other relevant background material for the applicant's appearance at this Finance Committee meeting.

Att'd.

McQuesten Community Association
38 Glengrove Ave. Hamilton, Ont.
L8H 1N2 547-7906

November 24,1988

Mr. D/K/ Beattie,
Grants Co-Ordinator
City Hall,71 Main Street West,
Hamilton, Ontario
L8N 3T4

Dear Mr. Beattie:

Enclosed please find the 1989 funding application for the McQuesten Community Association .I have inclosed the required information as per this list;

Appendix	I	Conception and history
"	11	Charter
"	111	By-Laws
"	1V	Board of Directors
"	V	Financial Report
"	V1	1988 Grant report
"	V11	Change of address

If you require any further infortmation please notify me. I thank you for your time and consideration in this matter.

Sincerly,

Murray S. Kilgour
McQuesten Comunity Association
President

McQuesten Community Association Grant Application 1989

Pre- amble

Due to both Federal and Provincial grant cutbacks the McQuesten Community Association did not qualify for grants to provide for ongoing operatioal funds.Up until 1987 we had been successful in obtaining on the average of $25,000 in project funding. We had made some adjustment in securing other sources of funding but we have not been able to adjust quick enough. In 1987 our funding fell to 10,000. Due to this shortfall we have accumulated a large deficit of 10,000.

Due to this shortfal of funds combined with the fact our building was up for sale the Board decided to move to 38 Glengrove Ave on a temporary basis until reasonable accomodations can be found. We have succeded in reducing our deficit to approxiamately 8900. and will be decreasing this monthly.

McQuesten has initiated a comprehensive funding manual as a fund raiser and has had some success however with governments changes are a common occurence and it will be January of 1989 before we can market this manual effectively as revisions are needed to update it.

As we are in need of a new site in the McQuesten area if City owned accomodations are available . In our case at little or no cost we would be most interested.

THE CORPORATION OF THE CITY OF HAMILTON

Each organization applying for a grant is required to complete this form annually and forward same to Mr. D. K. Beattie, Grants Co-ordinator, Treasury Department, City Hall, 71 Main Street West, Hamilton, L8N 3T4 (telephone 526-2739), together with their supporting information indicated, on or before October 15.

THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

In the event that more space is required in replying to any question, please use a supplementary sheet and attach to the application.

A. NAME, ADDRESS AND TELEPHONE NUMBER OF ORGANIZATION:

Mc Questen Community Association
38 Glengrove Ave.
Hamilton, Ontario L8H IN2

LIAISON PERSON Murray Kilgour PHONE NO. 547-7906

B. AMOUNT OF GRANT REQUEST: $ 2500.

C. PURPOSE OF GRANT: (Indicate)

X CONTINUING GENERAL ACTIVITIES (OPERATING)
____ CAPITAL
____ ONE TIME - SPECIFIC PURPOSE

D. IF OPERATING GRANT, CALCULATE THE CITY'S CONTRIBUTION AS A PERCENTAGE OF YOUR TOTAL OPERATING BUDGET:

	AMOUNT	%
- OPERATING BUDGET - NOT INCLUDING GRANT REQUEST .....$	36,835.55	94%
- CITY'S CONTRIBUTION (GRANT REQUEST) .....$	2,500.00	6%
TOTAL OPERATING BUDGET $	39,335.55	100%

NOTE: In most cases the approved grant may be limited to a maximum of 25% of the total operating budget after the initial grant year. The total operating budget must include any relevant charges for City property rentals and cost recovery of services.

FOR CITY USE ONLY

RECOMMENDATION

1) GRANTS SUB-COMMITTEE	2) FINANCE COMMITTEE	3) CITY COUNCIL	4) APPEAL
$ _____	$ _____	$ _____	$ _____
CATEGORY ____	CATEGORY ____	CATEGORY ____	

GRANT PAYMENT
- UPON CITY COUNCIL APPROVAL $_____
- OTHER DATE OR INSTALMENTS $_____ _____ (date)
$_____ _____
$_____ _____

THE CORPORATION OF THE CITY OF HAMILTON

1. **Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.**

Estabished in 1977 as an incorporated body to attempt to develop in and around the McQuesten community programmes aimed at the individual and community needs as the are needed. Charter, By-law are attached. We have successfully sponsored and developed the McQuesten Legal and Community Services legal aid office and hold nine voting seats at the present time. Involvements have included; East end hospital issue, Save The Valley committee. Sponsered baseball teams, the McQuesten Neighbourhood House, helped organize east end leadership workshops, co-sponsered a job creation seminar along with St. EUGENES Church. Ran Lotteries to aid Parent Child Drop IN Centre, Parkdale Free Methodist Church Food Pantry. Provided a free income tax return service for the citizens. We are a non profit organization. We have developed an Emergency Food & Clothing project .Developed the McQuesten Journal.Developed the McQuesten Community House Project.

2. **What are the general objectives and/or services of your organization?**

To help develop the facilities needed in the east end to try and lower the unemployment rate. To attempt to provide some job skill training for the unemployed and to develop a multi-use centre in which all of our goals and goals of other organizations may be employed. To attempt as best we can to prevent juvenile delinquency by providing some constructive programs and job skill instruction.To provide supervised good character building programs for the area residents to provide badly needed recreational and leisure activites for the McQuesten youth and adults as cited in the McQuesten Development Report . 1986

To update our Community Development Report of 1986.

3. **Is there a local organization that provides similar services to those stated above. If yes, how are your services different from this other organization?**

In our area there is no other community organization. We can relate directly with the problem as we live in the area. We feel there is a strong need for immediate programs to prevent a reoccurance of the so called "Parkdale Gang". There is a very strong possibility that in failing to take action now we will face the possibility of perhaps more gangs organizing in the future. This is partly due to Hamilton Housing change over in tenants, as many as 300 new families have settled here. We can see these problems develop and if caught early can save the taxpayer many dollars in the future.We now offer an emergency food & clothing service sponsered partly by the United Way's Demonstration and Development Fund. This program is intended to supplement present programs such as St. Mathews House,Rox Centre that are not open after 4.00 p.m. and on week-ends. We are available to these people within a very short time as we live in the area and are available on a flexible time basis.

THE CORPORATION OF THE CITY OF HAMILTON

4. Do volunteers participate in your program?

No _____ Yes __x__ If yes, please indicate number and type of involvement.

100% Volunteer Involvement In The Association
12 Board Members
10 Volunteers

In 1988 To Date Over 3400 Hours Have Been Donated to The Organization

5. Is your organization local in nature or is it a branch or segment of a provincial or national organization?

LOCAL

6. Does your organization provide a service to:

(a) All citizens __X__

(b) A specific group __X__ Those in need of Food,Service

(c) A specific area __x__

Describe briefly:
Adult/.Teen Drop In Centreproviding advocacy, job skill training , literacy, information and referral programs.Free Income Tax Service. Development of a n overseas marketing program to export local products abroad(in the study stage

7. In what geographical area does your organization operate?

Primarily in the McQuesten East/West area

THE CORPORATION OF THE CITY OF HAMILTON

8. For what purpose are the requested grant funds to be utilized within your organization? Be specific.

To help with the ongoing costs of our ongoing projects. To allow us to develop new and innovative methods of self-funding that could be implemented by other groups in other areas as well as our own local area.

9. For what reason does your organization merit the use of public funds for the purpose indicated above?

We are able to identify with the needs of our community. we have successfully developed many projects both long and short term will good results. We feel we have an ability to originate,develop and continue programs not normally attempted by other local community organizations.

10. a) Has the organization requested financial assistance in the last twelve months from other organizations, e.g. Federal, Provincial, or Municipal Governments, Private Corporations, Foundations, etc? YES X ___ No ____

If Yes, complete the following:

Date of Application	From Whom Requested	Amount Requested	Approved or Denied Amount
Feb,/88	Ministry Community& Social Services	99,080	Denied
Oct /87	HW Region	10,000	2090

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON--WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

b) Are any funds outlined above conditional upon City assistance. If yes, what are the ramifications of the City denying a Grant?

We will be applying to Federal and OProvincial Govt. as well as foundations as soon as our charitable number is approved. In the case of provincial funds they are usually on a matching basis.If grant is denied we would be put in an even greater deficit.

11. What other steps are being taken to increase revenues? Examples should be given such as increasing your membership or admission fees.

Increased membership.
After revisions are complete a marketing strategy will be implemented to promote a very comprehensive funding manual for non- profit groups.

THE CORPORATION OF THE CITY OF HAMILTON

12. Does this organization provide a service for which a charge is made? Some examples are admission fees, membership fees and rental charges. If answer is "yes", give details.

Nominal membership fee of $1, Due to the low income are we are serving ,we could not properly serve our residents if cost was a deterring factor, therefore all of our services are free except where special documentation is needed (at cost).

13. Have you received funding from the City in prior years? If so, when and how much?

Year	Requested Amount	Approved Amount
1987	$ 2500	$ 2000
1986	$ 6100	$ 2000
	$	$
	$	$

14. What are your estimated grant requests from the City of Hamilton for the next three years (exclusive of the present grant application year)?

Year	Amount
1989	$ 2500
1990	$ 2500
1991	$ 2500

THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

NOTE: An organization receiving a grant will NOT automatically qualify for continuing funding, and will be subject to annual evaluation.

15. What are the consequences to your organization of receiving no funding from the City of Hamilton?

We would be forced to greatly diminish our activities thus providing an even greater hardship on an already impoverished area. Due to the need for matching funds from thre Province without the cities support we may not be able to raise the balance or be forced to refuse Provincial money.

THE CORPORATION OF THE CITY OF HAMILTON

16. Will your organization ever be self-supporting? If yes, when?

If our funding manual sells as good as the initial response it may give us a base of core funding we so badly require therefore allowing us to pursue new projects and greatly lessen our need for govt. funding .

If no, how will your service be continued if financial assistance is terminated in the future by the City?

On a limited basis, Continuing to tax our volunteer segment as much as possible.

17. Would your organization agree, subject to your availability and if requested by the City, to perform or otherwise provide your services at public functions or events, free of charge?

Yes we have advertised free of charge the Copps Colosseu Hamilton Place and other civic events in our Journal and news letters. Due to a large deficit and limited funds t the Journal has not published except for local newslett WE plan to publish again in January and March.~~88~~9

18. List the Executive Officers of your organization.

Name and Title	Address	Telephone Number Business	Home

SEE APPENDIX IV

THE CORPORATION OF THE CITY OF HAMILTON

19. Submit an estimate of operating revenues and expenditures for your organization's fiscal year for which the grant is requested and a statement of operating revenues and expenditures for the preceding year in the attached form (Exhibit 1), together with the details of salaries and benefits (Exhibit 2). In addition, submit your organization's financial statements for the preceding fiscal year including details of assets and liabilities (balance sheet). Audited financial statements are preferred, and required if your grant request is $5,000 or more; however, if it is not normal practice to have an audited financial statement prepared, have your Treasurer submit your own financial statement. If the aforementioned financial statements are not presently available, these must be submitted as soon as possible, and in any event, before the grant is paid.

November 24, 1988
Date

Murray S/ Kilgour

President
Name and Title of Officer Making Application

Signature of Officer Making Application

547-7906
Telephone Number

NOTE: I understand by signing this application that the City of Hamilton makes no commitment to the payment of any grant prior to final City Council approval. I also agree to submit a report within the grant calendar year outlining the success of the organization and the allocation of grant monies.

Appendix "A"
Exhibit 1
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

STATEMENT OF REVENUES AND EXPENDITURES
(all amounts to nearest dollar)

Description (1)	Fiscal Year Ended: Actual Preceding Year March 31 88 (2)	Fiscal Year Ended: Estimate Current Grant Year March 31 1989 (3)	Increase+ Decrease- over Preceding Fiscal Year: Amount (4)	% (5)
REVENUES				
Income (Specify)				
DONATIONS	439.34	1000.	+ 560.66	
FUND RAISING	1926.90	2300.	+ 373.10	
SALES TO PUBLIC	297.91	600.	+ 302.09	
RENTALS	116.02		- 116.02	
MEMBERSHIP	23.00	100.	+ 77.00	
GRANT RECEIPTS				
Government of Canada	904.00	9900.	+ 8996.00	
Government of Ontario		11550.	+11550.00	
Other Municipalities (Specify)				
CITY OF HAMILTON	2000,00	2500.00	+ 500.00	
HW REGION	2090.00	2194.50	+ 104.50	5
United Way Grants	1876.00		- 1876.00	
OTHER (Specify)				
HAMILTON FOUNDATION		2500.00	+ 25000	
BANK TRANSFER	49.25			
CASH	168.00			
TOTAL REVENUES	9890.42	32,644.50		
EXPENDITURES				
Salaries and Benefits (detail on Exhibit 2)		21,450.		
Other (Specify)				
	SEE APPENDIX V			
TOTAL EXPENDITURES	22,947.81	39335.55		
SURPLUS OR (DEFICIT)	13,057.39	6691.05		

EXPENDITURES APPENDIX V

SALARIES & BENEFITS	MARCH31,1988		MARCH 31,1989
Co-Ordinator		Ontario Govt	11,500
Researcher/ Interviewer		S.E/E/D/	9,900
OTHER			
Travel	20.10		175.
Eq. Rental	1500,00		780.
F.R Purchases	1380.04		1000.
Insurance	260.55		260.55
Maintainence	80,55		
Bank Charges	130.55		60.
Postage	104.34		300.
Utility	1451.38		1310.
Production	206.25		600.
Rent	4158.		2000.
Supplies	1760.13		300.
Training	15.		
Emp . Remit.	223.04		1600.
Capital purchases	673.03		2500.
Loan Payment	139.91		
Outstanding Loans	4800.00		3600.
Outstanding Debts	5800.00		3400.
	22702.98		17885.55
Bank	244.17		21450.00
	22947.81		39335.55

Appendix "A"
Exhibit 2
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

DETAILS OF SALARIES AND BENEFITS
(as listed on Exhibit 1)

Name and Position (1)	Fiscal Year Ended: Actual Preceding Year 19___ (2)	Fiscal Year Ended: Estimate Current Grant Year 19___ (3)	Increase+ Decrease- over Preceding Fiscal Year: Amount (4)	Increase+ Decrease- over Preceding Fiscal Year: % (5)
Co-Ordinator		10,500		
Benefits		1,050		
Interviewer/Researcher		4500		
"		4500		
Benefits		900.		
TOTAL SALARIES AND BENEFITS per Exhibit 1		21,450.		

APPENDIX V-B

McQUESTEN COMMUNITY ASSOCIATION ANNUAL MEETING JULY 6, 1988

AGENDA

Call to order

Minutes of last meeting

Financial Report

President's Report

Slate of Directors

Election of Officers

Open Forum

Adjourn

Refreshments will be served at the conclusion of the Annual Meeting

Financial Report

Debit		Asset	
Travel	20.10	Grants	7879.00 ← 1000. CAN
Eq. Rental	1500.06	Fund Raising	1746.90
F.R. Purchases	1380.64	Refreshments	73.40
Insurance/Maint.	340.55	Rentals	116.02
Bank Charges	130.55	Services	6.41
Postage	104.34	Donations	439.34
Utilities	1451.38	Photocopy	200.60
Production	206.25	Bank Trans.	49.25
Rent	4158.00	Journal	17.50
Supplies	1760.13	F. manual	180.00
Training	15.00	Membership	23.00
Emp. Remit	223.04		
Capital Purchases	673.03		
Loan Repayment	139.91	Total Asset	10731.42
Outstanding Loans	4800.00	Cash on hand	168.00
Outstanding Debts	5800.07	Choclate Bars	608.00
		Stamps	6.48
Total debit	22,702.98	Total Aset	11513.90
Total Deficit	11,189.08		
Bank	244.17		
	10,944.91		
Manual @ 20	1,300		
	9,644.91		

APPENDIX I

McQUESTEN COMMUNITY ASSOCIATION
CONCEPTION AND HISTORY

The McQuesten Community Association was founded in 1976 and incorporated in 1977, with the mandate of acting as an advocate for community residents, their concerns and community issues, and of providing information as a whole.

McQuesten's first major project was the establishment of a legal services clinic for East Hamilton. McQuesten was the second Clinic in Hamilton, but is now one of the largest in Ontario, in terms of staff and caseload. Historically significant, is the fact that now Wentworth East MPP Shirley Collins was one of the founders of the Association and was Chairperson of the legal clinic Board of Directors. Significant also is the fact that Mayor Bob Morrow served for a time while a Controller for the City of Hamilton on the legal clinic Board of Directors.

Funding for Community Legal Clinics comes from the Ministry of the Attorney General and is disbursed by the Law Society of Upper Canada, who administers the Legal Aid Plan for Ontario. There are 51 other clinics in the province. Unlike the Legal Aid Certificate Plan, whic provides a voucher for services and the client obtains services from a private lawyer, the Clinic actually gives the advice or performs the legal services. The McQuesten clinic is staffed by 3 lawyers, 2 community legal workers, 1 community development consultant and 3 support staff members. The policy for Clinic operations is administered by a volunteer Board of Directors, representing the community. The Clinic maintains its independence from government by the virtue of its community mandate and community Board. Clients are required to meet certain financial guidelines in order to be eligible for legal services. The Clinic does not practice all areas of law, as services are geared to specific areas.

Our Clinic has an expertise in Workman's Compensation, Human Rights and Family Benefits. Summary advice can be given in any area of law, but, for example, a client with a criminal concern would be referrred to the Certificate Plan and the private bar. An integral part of Clinic work is the Community Development Consultant.

This position is unique to the Clinic movement, as we are the only clinic with a program dedicated staff member, while other clinics perform community development as a secondary functions. The role of Community Development is one of organizing common interest groups.

Throughout the years, the McQuesten Community Association has been active in many community programs, from the extablishment of Parkdale School as a Community School, Research Into Expressway Development, the East-Hamilton Stoney Creek Health Association and the Hamilton-Wentworth Renters Network

We have developed the Association mandate with the inception and ongoing support of successful advocacy and information programs. McQuesten continues to monitor community issues and attempts to determine strategies for discussion, make recomendations and develop methods of implementation. We have dealt with issues relating from employment to environment and from taxes to transportation. While we abstain from religious or political biases, we have gained the respect of our elected officals and religious leaders and we attempt to always stay in touch with input from the community.

The Association has also provided assistance to local organizations e.g. Child Find, East Hamilton-Stoney Creek Health Association, Hamilton-Wentworth Renters Network, Roxbourgh Centre.

An interesting point is that while 75% of our programs have been co-ordinated by volunteers, the Association has created 4 full time job positions, and over 15 part time positions, which have resulted in skills training and placement in the work force.

The Association coordinates the following programs:

Free Income Tax Preparation Service
Resume Preparation and Skills Counselling
Information Referral Service
Publication and Clipping File
Children's and Adult's Special Events Programs
McQuesten Journal
McQuesten Funding Manual for Non-Profit Groups
Community Leadership and Awareness Project
Emergency Food and Clothing Project

We have demonstrated that there is an important role for organized work in the community; whether it be assisting an individual or organizing a group around a common concern e.g. working with the East Hamilton-Stoney Creek Health Association in structuring and helping the C.H.A.P. group become democraticly established. (C.H.A.P. stands for Concerned Homeowners Against Polluntion, into effect during the Chipman Chemical Fire in Stoney Creek.

McQuesten was extremely happy with the success of our Summer 86 Research Project. This project was readily accepted and as far as we know appreciated by all local groups, politicians and other interested agencies. This project gave all of us an insight into exactly what the local area is in need of regarding services,recreation and development. It is our intention to continue to expand this survey to update the population due to the continual changes in our neighbourhood population.

For two years we operated the McQuesten Neighbourhood House in the Oriole Crescent area. This was extremely successful due to the immediate proximity of those we wished to serve. A decision to turn the House over to the Ladies League, as they had requested and as was promised in the beginning was made and we sought other quarters.

To attempt to address more of the problems of our area and to handle a larger cross section of the McQuesten population we opened an office on Parkdale Ave.N. We have been fairly successful in developing a strong bond with the local business community and hope to use this new bond to our mutual advantage. The Community House has had a re-birth at 48A Parkdale Ave.N. and it is our intention to organize and provide even more social and recreational activities for community residents in the form of an Adult- Teen Drop-In-Centre.

We are presently offering to the non-profit agencies of Hamilton-Wentworth a very comprehensive funding manual of government,foundation and corporate grants available.This project is intended to supply us with that desperately needed core or base funding.

We are in the process of helping the Toastmasters Hamilton section,develop a Youth Leadership Project. Through the courtesy of the McQuesten Legal and Community Services their facilities have been offered at which this project will run.This project will involve 15-20 youths between 16-20 and give them skills in public speaking, self-assurance and speech writing within a certain time frame.Initialy this project will commence in January,1988 on a weekly ,less holidays basis, for a period of ten weeks.

With the co-operation of the Hamilton Literacy Council, we have initiated a local literacy program for our immediate area and surrounding area.We anticipate a large increase in the use of this project in the months ahead.

Last but not least of all we are looking at the possibility of establishing a non-profit housing project for the McQuesten area.Due the complexity of such a proposal a lead time of two years would be needed.

The McQuesten Community Association has applied for a charitable number and official word from Ottawa is this will be forthcoming in the later part of November or the early part of December.

The McQuesten Community Association is a result of the culmination of the efforts of the individuals involved, not just the programs.Extremely long hours are donated by not only members of the Board of Directors but by those other volunteers who promote our organization throughout this Region.We try to provide more than band-aid treatment and are very involved on a personal level. We are concerned about the community and its residents.To this end we will continue to fight however futile it sometimes seems.

APPENDIX :

We were fortunate to receive funding from the United Way in 1987 to initiate an Emergency Food and Clothing Project available after regular social service hours and weekends. As well funding was provided for our Community House Project. In 1987 we were fortunate to receive funding from the Hamilton Foundation which enabled us to purchase a new "26" television and VCR to use to provide a move and community program project for our community.

November 7,1987

APPENDIX IV

McQuesten Community Association Board of Directors 1988-89

Eva Gowland Retired	181 Adair Ave.N Hamilton,Ont. L8H 6B1	545-3837	Vice- Chair
Anne Kilgour Self-Employed	38 Glengrove Ave. Hamilton,Ont. L8H IN2	547-7906	Director
Gloria Knox Clerk	72 Glassco Ave.N Hamilton,Ont. L8H 5Z9	549-5684	Director
Doreen Small Nurse I/C/U/ HGH	1348 Monduth Drive Burlington,Ont. L7T 3J6	332-0784	Director
Doris Stephen Nurse Sup. HGH	1348 Monduth Drive Burlington ,Ont L7T 3J6	332-0784	Secretary/ Treasurer
Lisa Toth Clerk	1178 Dunsmure Road Hamilton,Ont. L8H IK8	545-1304	Director
Gail E. Lozon Clerk	58 Glengrove Ave., Hamilton,Ont.,		Director
Lino Lobo	48 Parkdale Ave., Hamilton Ontario	545-1070	Director
May Sherman Retired	214-265 Melvin Ave	545-4123	Director
Murray S. Kilgour Printer	38 Glengrove Ave., Hamilton, Ont., L8H IN2	547-7906	Chairman

APPENDIX VII

McQuesten Community Association
38 Glengrove Ave. Hamilton, Ont.
L8H 1N2 547-7906

Dear Community Friend:

Notice of Change of Address

The McQuesten Community Association has changed its address from 48A Parkdale Ave.N .,Hamilton, Ontario to the following;

McQuesten Community Association
38 Glengrove Ave.,
Hamilton, Ontario
L8H IN 2

Phone 547-7906

Please direct any correspondence to Murray S. Kilgour

This change is effective as of October 1, 1988

This change will only effect the amount of space we have . All/ or the majority of our programs will remain intact. We continue to offer the following services:

Free income tax preparation
Information and referral service
Food Bank (emergency only)
Community Advocacy
Simple Will Preparation
Money Management
Literacy Program
Community and agency involvement

For further information please contact Murray S.Kilgour at 547-7906.

Sincerly
Murray s. Kilgour
McQuesten Community Association
President

1988 CITY OF HAMILTON GRANT REPORT Appendix VI

CITY COUNCIL:

Without the 1988 grant received by the McQuesten Community Association would have been able to operate and would have possibily had to close up in April /88. With the grant we have been able to make some adjustment in order to continue as we had in the past . Our deficit had reached over $10,000. The grant and some fund raising allowed us to pay our overhead costs of approxiamately $700.00 per month and still reduce our deficit slightly. Two factors made the McQuesten Board decide to move our operation or at least 90% of it to 38 Glengrove Ave. at least on a temporary basis. First our deficit was not decreasing quickly enough and our building was being put up for sale We have succeded in decreasing our deficit and feel we will soon be in a more workable situation. We have initiated new fund raising ventures and have started to receive some of the benefits from these endeavours

On behalf of the McQuesten Board may I offer our thanks for your support and ask that you continue to support us as you have in the past.

I have enclosed a financial breakdown of the monies recieved.

Sincerly,

Murray S. Kilgour
McQuesten Community Association
President

1988 CITY OF HAMILTON GRANT FINANCIAL REPORT

TOTAL GRANT RECEIVED		2000,
EXPENSES		
RENT	1200.00	
UTILITIES	400.00	
SUPPLIES	400.00	
	2000.00	2000.0

McQuesten Community Association

and the McQUESTEN COMMUNITY SERVICES JOURNAL

48A Parkdale Avenue North
Hamilton, Ontario
L8H 5W8

(416) 545-1070

Hon.John Sweeney,
Minister Of Community And
Social Services
Hepburn Block,
Queens Park,
Toronto,Ontario
M7A IE9

May26,1988

Dear Mr. Sweeney:

On behalf of the McQuesten Community Association Board of Directors I would like to thank you for your letter of May3,1988 and for allowing us the opportunity to present our proposal for funding to you under a "Community Export Development Initiative".

We are of course very disappointed that we were not chosen for funding and would like to express our concerns to you.

Due to the limited time we had to prepare our proposal (the final result was a single draft with no chance for rewrite, revision or additions).There was little time to prepare the information and contact persons who could be available to sit on an advisory board.It was our impression that due to the urgency of the programs implementation, projects would be submitted and through your ministry officials as well as local officials of Community and Social Services these projects would be tuned up for implementation.

As you well know to present a well-honed presentation requires a time frame of approximatly three months. We felt the project was to important not to reply and had to risk the chance of forgeting to include every item.

To address the concerns expressed in your letter to me in regard to the viability of our project I offer the following explanation:

1. The program objective is to create long-term employment opportunities for those residents presently on social assistance and to increase their skills and develop new ones. I feel our project would address this objective.

2. "The viability of the proposed project would depend ultimately on the development of a fairly complex and sophisticated international trade/marketing agency." The majority of this information is available through Asian, European ministries and Trade Journals presently

in existence such as **Made In Europe, Hong Kong Enterprise,etc.** These only need to be co-ordinated in a combined form . As using the same information a Canadian Trade Journal could be assembled and distributed throughout the country. Using this aid to promote new markets for companies that will undoubtedly be affected by any Free Trade Agreement contemplated.

As a non-profit organization more time can be spent developing companies without the affluence of their own export department. Less emphasis can placed on immediate profit and more on gradual increase in market share.The same principles of information gathering and dispersement apply be it legal aid, community information, trade lists or **economic development.It is agreed** that we are not a group that specializes in economic development but what is more important we specialize in people development.

It is felt that due to our community background social assistance **recipients** would feel more relaxed and threfore be be able to **re-adjust to work rule procedures more readily.**

3. "Special skills or employment needs of the target group and support measures such as training allowances or child care needs were not addressed."

The main skills required would be the ability to work as a team, good communication skills both verbal and written, ability to co-ordinate activities, typing and filing reports, some marketing skills. Staff would be skill enhanced through seminars, education courses as well as day to day business skills. As employees staff would be paid while attending educational upgrading.

3. (b). **Child Care:**

In this case we did not intentionally leave this out however it is possible that Child Care may not be relevant.If it is low income families are subsidized through Child Care allowances.

I trust this information will assist in further clarification of our intentions and offer a better understanding of our proposal and ask that you reconsider your decision of not funding this project..

For our information now and in the future I am requesting copies of those projects you have approved under this program so that I may evaluate our proposal in comparision.

In closing I would like to thank you for the opportunity to to address my concerns and compliment you on your initiative to develop this concept it is an excellent one and given more time our project might have been more acceptable.

I thank you for your time and consideration in this matter and await your earliest reply.

Sincerly,

Murray S. Kilgour
McQuesten Community Association
President

c.c.

Robert Morrow, Mayor Hamilton
Bill Sears, Regional Chairman,Hamilton - Wentworth
Bob Mackenzie Hamilton East MPP
Richard Allen Hamilton West MPP
Hon. Lily Munro Hamilton Centre MPP
Shirley Collins MPP

Ontario

Office of the Minister

Ministry of
Community and
Social Services

Hepburn Block
Queen's Park
Toronto, Ontario
M7A 1E9
416/965-2341

May 3, 1988

Mr. Murray S. Kilgour
President
McQuesten Community Association
48A Parkdale Avenue North
Hamilton, Ontario
L8H 5W8

Dear Mr. Kilgour:

Thank you for your proposal for a "Community Export Development Initiative" which you submitted for funding under my Ministry's Community Economic Development Program.

Your proposal was reviewed by the Selection Committee and by members of my staff, and I regret to inform you that it was not considered to be consistent with the program's objectives. Consequently, the project cannot be approved for funding.

By way of clarification, it would appear that the viability of the proposed project would depend ultimately on the development of a fairly complex and sophisticated international trade/marketing agency. Apart from your personal experience in this area, such a venture is difficult to match with the resources of the Association, which has been principally involved in legal aid and community services. As a consequence, it was not felt to be a viable initiative without the direct involvement of major specialists in this field.

Of equal importance, the proposal does not provide any major focus or provisions for the special skills or employment needs of the target group; nor does it address support measures such as training allowances or child care.

It would appear that your proposal might be eligible for consideration from other sources such as the Ministry of Industry, Trade and Technology. By means of a copy of this letter I am forwarding it to my colleague, the Honourable Monte Kwinter.

Thank you once again for the time and effort devoted to your submission.

Yours truly,

John Sweeney
Minister

Ontario

Ministry of Community and Social Services

Ministère des Services sociaux et communautaires

March 8, 1988

Mr. Murray S. Kilgour
President
McQuesten Community Association
48A Parkdale Avenue North
Hamilton, Ontario
L8H 5W8

Dear Mr. Kilgour:

I am writing to let you know that your proposal for funding under the Ministry of Community and Social Services' Community Economic Development Initiative is still under consideration.

A Selection Committee composed of representatives from various Ministries will be meeting again shortly and you will be advised of the decision within the next few weeks.

Thank you for taking the time to develop this interesting proposal.

Sincerely,

Barry Ezrin
Manager
Family Support Branch

c.c. D. Cornish
B. Tiringer
P. Luening

ROBERT M. MORROW
MAYOR

Mayor's Office
Hamilton

February 26, 1988

Mr. Barry Ezrin, Manager
Employment Unit
Ministry of Community and Social Services
700 Bay Street
2nd Floor
Toronto, Ontario
M7A 1W9

Dear Mr. Ezrin:

Re: Community Economic Development Program

I am very pleased to support the application of the McQuesten Community Association for a grant for your new Community Economic Development Program. As you can see from their application, this organization has been of tremendous benefit to the people in this community. There has been a great deal of leadership, initiative and dynamic programming to serve the community very well. This latest proposal would allow further expansion of important services and, at the same time, create employment opportunities in the economic development field.

I am certain that the provision of funds for this Economic Development Program will be effectively and efficiently used by the McQuesten Community Association as has been the case with their previous and current programs. I enthusiastically support this proposal and look forward to a positive response from your Ministry.

Yours sincerely,

Robert Morrow

Robert M. Morrow
Mayor

RMM/DC/cd

cc: Mr. Murray S. Kilgour, President
McQuesten Community Association

THE REGIONAL MUNICIPALITY
OF HAMILTON - WENTWORTH

Office of the Chairman

February 24, 1988

Mr. Barry Ezrin, Manager
Employment Unit
Ministry of Community and Social Services
700 Bay Street, 2nd Floor
Toronto, Ontario
M7A 1E9

Dear Mr. Ezrin:

Re: Community Export Development Initiative
Community Economic Development Program

I have reviewed the McQuesten Community Association proposal for a grant under the above program. I understand the proposal was recently forwarded to your office of the Ontario Ministry of Community & Social Services.

The Hamilton-Wentworth Region is supportive of a Community Economic Development Program for our community. Any project or program that will assist employers in our community expand their export markets and at the same time assist social service recipients in obtaining meaningful employment would be most welcome.

The McQuesten Community Association is well known in our Region. A recognition of the valuable benefits that residents receive from the services provided by the Association has prompted us to provide grants to the Association for the last two years. McQueston has the capability to successfully sponsor a Community Economic Development Program in Hamilton-Wentworth.

Hopefully these comments will assist you in your consideration of this proposal.

Yours truly,

Wm. Sears, P. Eng.
Regional Chairman
Hamilton-Wentworth

MJS/kr
cc: Murray Kilgour, President
McQuesten Community Association

Dear Mr. Kilgour:
Due to the urgency of your application the above comments were verbally conveyed to Barry Ezrin by our Commissioner of Social Services earlier in the month. Hopefully the decision by the Ministry will be favourable.

119 King Street West — 526-4200
P.O. Box 910, Hamilton, Ontario L8N 3V9

Ontario

Ministry of Community and Social Services

Ministère des Services sociaux et communautaires

119 King Street West
P.O. Box 2112
Hamilton, Ontario
L8N 3Z9

February 1, 1988

Mr. Murray S. Kilgour
McQuesten Community Association
48A Parkdale Avenue North
Hamilton, Ontario
L8H 5W8

Dear Mr. Kilgour:

Re: Community Economic Development Proposal

We are acknowledging the receipt of a copy of your proposal. As well, we have sent a copy, by courier service, to Barry Ezrin, Family Support Branch of the Ministry of Community and Social Services, for review and consideration of project funding.

We appreciate your interest and attention.

Yours sincerely,

Brian Tiringer

Brian Tiringer
Employment Liaison Officer
(Acting)
Hamilton Area

BT:sh

McQuesten Community Association
48 A Parkdale Avenue North
Hamilton, Ontario
L[illegible] 5W8

(416) 545-1070

Ontario Ministry of Community and Social Services
119 King Street West (6th floor)
Hamilton, Ontario
L8N 3Z9

Attention: Patric Banning

January 29, 1988

Dear Mr. Banning:

Enclosed please find a copy of the McQuesten Community Association proposal to the Ontario Ministry of Community and Social Services Community Economic Development Program.

I thank you for your time and attention to this matter.

Sincerely,

Murray S. Kilgour
McQuesten Community Association
President

MS/lt

Encl.

McQuesten Community Association

and the McQUESTEN COMMUNITY SERVICES JOURNAL

48A Parkdale Avenue North
Hamilton, Ontario
L8H 5W8

(416) 545-1070

Re: Community Economic Development Program

Enclosed please find a copy of the McQuesten Community Association's Grant Proposal under the Ontario MInistry of Community and Social Services "Community Economic Development Program." If you would be so kind as to review this propsal and offer your comments.

As well if funding is received an advisory committee shall be formed to help in the growth and operation of this project. This committee would meet once monthly at a mutually satisfactory time. McQuesten would would be pleased to have you sit as a member of this committee if your schedule permits.

Due to time restrictions we have had only thirteen days in which to prepare our proposal and seek input. We would ask that you forward your comments on directly to:

Employment Unit
Ministry of Community and Social Services
700 Bay Street (2nd Floor)
Toronto, Ontario
M7A 1E9

Contact: Barry Ezrin, Manager, (416) 965-0176 with a copy to me.

I thank you for your time and consideration in this matter.

Sincerely,

Murray S. Kilgour
McQuesten Community Association
President

Hamilton bypassed in job creation program, NDP charges

HJ./Jan. 27/88

by Diana Hutton
Staff Writer

Three Hamilton NDP MPPs are charging the provincial government has bypassed the region in a new multi-million program designed to help get the able-bodied off social assistance.

At a press conference Friday, Hamilton West MPP Dr. Richard Allen, Hamilton East MPP Bob Mackenzie and Hamilton Mountain MPP Brian Charlton said the $4.4-million Community Economic Development Program was never publicly announced and was hastily conceived, making it nearly impossible for appropriate participation.

But, according to Hamilton Centre MPP Dr. Lily Munro, a Liberal cabinet minister, the program was announced in late July under a joint provincial/federal Employment Agreement.

After speaking with officials at the Ministry of Community and Social Services, Ms. Munro confirmed the program aims to lead social assistance recipients into full-time permanent employment.

"There was a big announcement back in July," she said. "Notices went out to communities and Hamilton had representation. If the NDP looked at the facts closely, they would have found out quite simply that the program was announced."

CONFUSED

But, while recognizing the announcement of the Employment Agreement, Mr. Allen said details regarding the Community Economic Development Program were not made public until late November.

"Lily (Munro) is thoroughly confused on that point," he said.

The NDP representatives charge the program was quietly announced in a letter dated Nov. 25 to a "select group" of approximately 25 organizations from 11 Ontario communities.

They also said 23 people attended the only information meeting in Toronto on Dec. 10 with representatives of the ministries of Community and Social Services, Industry, Trade and Technology, Municipal Affairs and Skills Development.

These people were given details about funding for three to five projects that would give Family Benefits and General Welfare recipients an opportunity to earn secure incomes through developing small businesses or working in existing small business es, they said. A Jan. 22, 1988 deadline was set.

PROBLEMS

According to Mr. Allen, he was made aware of the program only on Jan. 16 after receiving a letter from the Hamilton Social Planning and Research Council complaining about the early deadline.

"The time line (for application and proposals) makes it very difficult for people to take advantage of this project," he said. "It is virtually impossible to fulfil. The effect of it is that Hamilton and other communities will not find it possible to participate. We believe it is impossible for Hamilton to come on stream with this."

While all three MPPs applauded the program for what it could achieve, they said the secrecy surrounding the announcement makes it suspect.

"The bottom line is either the government's got the projects prepicked or this will be another program that goes unutilized," Mr. Charlton said.

"It's a good project," Mr. Mackenzie said. "We don't want to see the thing screwed up."

They said they called the press conference to make people aware of the program, the "significant funding" available and to urge for an extension of the deadline.

"We want to generate enough public pressure to get an extension," Mr. Charlton said.

The Social Planning & Research Council of Hamilton and District
55 James St. S., 6th Floor, Hamilton, Ontario L8P 3A4 Telephone: 522-1148

January 13, 1988

Mr. Murray Kilgour
c/o McQuesten Community Association
48-A Parkdale Ave. N.
Hamilton, Ontario
L8H 5W7

Dear Mr. Kilgour:

Several weeks ago the Ontario Ministry of Community and Social Services announced a new program intended to encourage and support community economic development. The Hamilton community was identified as one of eleven target communities in the Province which could appropriately take advantage of this program.

We at the Social Planning and Research Council see this initiative as a positive step towards helping communities create or expand important services and expand employment opportunities, while at the same time increasing community control of local economic development. On the other hand, we have some concerns about the manner in which this program has been introduced. For example, the process by which our community has been informed of this opportunity has been inadequate. Similarly, the deadline for submissions to access funding are far too immediate.

In spite of these limitations, we feel the program has merit and may be of particular interest to your organization. In the event that you have not received information about this program, we thought it may be useful to forward some material about it to you (see attached). We recommend, should you have an interest in making any application, that you call the Ministry of Commmunity and Social Services' program representative in Toronto - Barry Ezrin (965-0176), and request an extension of the January 22, 1988 deadline for applications.

If you have questions about this information or process, please feel free to call me at 522-1148. Thank you for your attention to this matter.

Sincerely,

Don Jaffray,
Community Development
Consultant

Encl.
DJ/ce

McQuesten Community Association

and the McQUESTEN COMMUNITY SERVICES JOURNAL

48A Parkdale Avenue North
Hamilton, Ontario
L8H 5W8

(416) 545-1070

Employment Unit
Ministry of Community & Social Services
700 Bay Street (2nd Floor)
Toronto, Ontario

Attention Mr. Barry Ezrin: **Re: Letter of Intent**

Dear Mr. Ezrin :

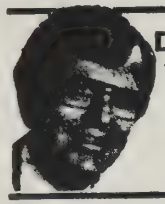
This letter of intent will certify that the McQuesten Community Association would be very happy to sponsor the McQuesten Community Export Development Initiative project.If chosen to participate it will establish an advisory committee to help make this project a success.It is intended that the advisory committee would meet to discuss the project's advancement, suggest improvements and make any relevant recommendations . This recommendations would be offered to the McQuesten Board and after complete discussion either adopted ,amended or denied. Minutes of both committee and Board would be interchanged to help with the update of the project.

Murray S. Kilgour
President
On Behalf of the Board of Directors

Hamilton Journal Feb. 17/88
Council read. McQueston Community Association

...will be increased by one cent per ... grandchildren.

An apology is owed, John Sweeney



Dr. Richard Allen
MLA
Hamilton West

John Sweeney, Ontario's Liberal Minister of Community and Social Services, owes community groups across the province an apology, Hamilton included.

Last week, in response to my questions in the House, he blamed community organizations for the slow start and recent panic button schedule of his $4.4 million community economic development program.

The program is an outgrowth of federal funding announced last April for provincial employability programs to help able-bodied people on social assistance get off welfare. Mr. Sweeney says the reason nothing happened until early winter is that community groups failed to respond, and since the money runs out in March 1989, the province had to institute a forced march, highly selective process to get projects underway.

Sweeney's explanation is an entirely fictitious concoction intended to switch the blame from himself and his ministry to community groups across the province.

NOTHING TO RESPOND TO

The minister has to admit there was nothing to respond to in April 1987. A federal announcement of funding is not an announcement of actual programs — that is for the provinces to deliver. An agreement between Ontario and Ottawa was not signed until July 31, 1987, and although the words "community economic development" appeared in it, there were no details that would tell community organizations what the ministry had in mind.

Almost three months of silence ensued. True, the minister was campaigning, but was the ministry on holiday?

Even when the field offices were given a few more details in October, there were neither guidelines nor project applications available. Those appear not to have been finalized until sometime in late November when a letter went out to community groups in 11 selected municipalities inviting them to a meeting at the Constellation Hotel near Toronto airport on Dec. 10, when they would be provided with full information.

To put it simply, not until mid-December could community organizations have known what precisely the ministry had in mind or how they could qualify for "community economic development" grants.

The minister owes them a straightforward and unequivocal apology.

SELECTIVE PROCESS

This, however, is not the end of the story. Having taken so long to field the program, the ministry decided it had to fast-track the implementation. So it pre-selected municipalities: Hamilton was included, Windsor was left out. Worse, they clamped a deadline of Jan. 22 on applications, which effectively excluded many others.

Four or five projects were wanted. Because they could entail the establishment of small businesses or the expansion of existing ones, projects could secure up to a million dollars. Not chicken-feed! But who could put together a viable million dollar project in five weeks over Christmas, given the details required in the application forms — including what computer program would be utilized to evaluate results!

Moreover, on such a timeline, how could any meaningful "community" process take place around the development of a proposal? To ask the question is to point up the mockery in the program title: "community economic development."

FAST TRACK IMPOSSIBLE

Community economic development is not a "fast track" process.

Hamilton was selected as having a well-organized community sector that might be able to respond. The Hamilton Social Planning and Research Council protested the timeline was impossible. McQueston Community Services took a crack at an application, hastily constructed in one person's spare time over the period of a week.

There are seven other proposals. Are they equally hasty? If not, were some individuals or groups quietly given advance knowledge, or tipped off as to what was wanted? Or was the program designed to match initiatives underway or proposed by friends of the government?

The process lends itself to suspicion and is self-defeating. If the minister, as he says, wants good results to show the federal minister, Benoit Bouchard, a year hence to convince him to extend the financing, better to have a few well-grounded, well-started projects than some questionable, hastily contrived undertakings nearing completion.

Mr. Bouchard is committed to employability programs. Only a week ago he doubled the money available for the current two-year program, and he will probably extend it beyond 1989 if he has the chance.

New approaches are clearly needed to help able-bodied low skilled people off welfare. The report by Perrin Associates last year to the Social Assistance Review Committee made it painfully clear that current programs aren't working.

The government allows a ridiculously low minimum wage so the 15,000 who do access existing projects usually end up back on welfare because they cannot survive on the low wage, dead end jobs the present employment programs lead to. And an additional 100,000 miss out on opportunities because the government's efforts are too small scale to include them.

Community economic development including small business co-operatives could be a creative approach to the problem. Quebec experience tells us it needs time and care in nurturing. One of the problems is creating the impression community economic development is not a mainline concern, but an adjunct to the welfare system. Yet Ontario does not permit the incorporation of producers' co-operatives under the Co-operative Incorporations Act.

So Mr. Sweeney should apologize. But he should also relax the timeline, open up the process — and fight in cabinet for mainlining community economic development itself — if he wants a promising program to succeed.

Super Carnaval opening marks rebirth of location

Terry Cooke
Ward 1 alderman

If you are one of those people who believes that politicians spend an inordinate amount of their time cutting ribbons and giving campaign-style speeches, then this column will only serve to reinforce this impression. But that image aside, this past weekend I had the opportunity to say a few words and cut a ribbon at an opening ceremony that was extraordinary and deserving of more than just a mention in passing.

The occasion was the grand opening of the "Super Carnaval Food Store" on Dundurn Street.

While the store itself is something to behold, it is the location and history of the property that make this opening particularly noteworthy. If you recall, it wasn't that long ago that Hamiltonians received the bad news that yet another industry was closing up shop and taking its jobs and tax dollars elsewhere. It was just about two years ago that Slater Steel Company announced that it was closing this plant on this self same Dundurn Street location and moving operations to Brantford.

That such a short time later we are witness to the rebirth of the property as a multi-million dollar shopping centre is testimony not only to the foresight and business acumen of the Burnac Corporation but also to the resiliency of our local economy. Economic forecasts have been telling us for years that Hamilton will have to diversify its economic base and move away from heavy industry towards more commercial and service-related pursuits. That this one operation alone will create over 500 full and part-time jobs is evidence that such a strategy is more than an ivory tower prognostication.

That's not to suggest that Hamilton's future job potential lies exclusively in supermarkets and fast food franchises. Diversification means simply the attraction of a wider range of job settings in an increasingly specialized and competitive economy. Part of that process inevitably involves the ability to adapt and innovate as changing conditions demand. Thankfully, for our community the Burnac Corporation has shown that necessary vision in transforming what was a heavy industrial factory setting into a commercial showpiece.

Somewhere in this success story there is a lesson to be learned by city planners and the business community alike.

McQuesten Community Association
38 Glengrove Ave. Hamilton, Ont.
L8H 1N2 547-7906

Mr. D.K. Beattie,
Grants Co-ordinator,
City Hall,
Hamilton,Ontario
L8N 3T4

April 21,1989

Dear Mr. Beattie:

Enclosed please find the latest financial report of the McQuesten Community Association as of March 31, 1989. I have also enclosed a revised budget for the period April/89 - March/90. As well copies of correspondence regarding our attempt to appeal the decision to not fund our proposed project under the Ministry of Social Services Community Economic Development Project.If further information is required please call me at 547-7906 or leave a message and I will return your call .

I thank you for your time and consideration in this matter.

Sincerly,

Murray S. Kilgour
McQuesten Community Association
President

McQuesten Community Association Budget 1989-90
(Proposed)

Income	Donations	1000.	
	City of Hamilton	2500.	
	HW Region	2090.	
	Ham. Foundation	2500.	
	Federal	10000.	
	Provincial	18,500.	
	Fund Raising	2300.	
		38890.	38,890.00
Expenses	Travel	175.00	
	Eq. rental	2000.00	
	FR/Purch.	1000.00	
	Insurance	260.00	
	Maintenance	75.00	
	Bank	125.00	
	Postage	500.00	
	Utility	980.00	
	Production	1200.00	
	Rent	3600.00	
	Supplies	750.00	
	Emp. Remit	1600.00	
	Capital Purchase	2500.00	
	Outstanding Loans	6253.00	
	" Debts	235.00	
	Staff salary & Benefits	17160.00	
		38413.00	38,413.00
	Surplus		477.00

McQuesten Community Association
Financial Report March 31,1989

Expenses	Hydro	298.63	
	Union Gas	284.79	
	Rent	2278.00	
	Advertisment	11.75	
	Fr. Purch.	1902.71	
	Travel	59.00	
	Postage	63.30	
	Supplies	285.31	
	Eq. Rental	2080.23	
	Bank	113.00	
	Bell Canada	204.15	
	Loan Pymt.	100.00	
		7680.87	7680.87
Income	City of Hamilton	2000.00	
	HW Region	2090.00	
	Donations	829.21	
	Fund Raising	1373.44	
	Pop Sales	21.65	
	Copies	26.65	
	Rentals	500.00	
	Membership	65.00	
		6905.95	6905.95

Deficit	(774.92)
Deficit Fwd.	(7505.72
Total deficit to date	(8280.64)

A grant of 108,988 - 9,908 est. profit = 99,080. was applied for from the Ministry of Social Services,Community Economic Development Pilot Project,we were denied . An appeal was made but it also was denied. Due to the size of this grant we focused all of our efforts on this project for some months. We had little time to apply elsewhere. In the coming year many agencies and foundations will be approached for funding.

Tuesday, 1989 April 18
2:00 o'clock p.m.
Room 233, City Hall

The Finance Committee met.

Present: Alderman W. M. McCulloch, Chairman
Alderman D. Drury, Vice-Chairman
Alderman T. Cooke
Alderman G. Copps
Alderman F. Lombardo
Alderman J. Smith
Alderman J. Gallagher
Alderman T. Murray

Absent: Mayor R. M. Morrow, City Business

Also Present: Mr. L. Sage, Chief Administrative Officer
Mr. E. C. Matthews, Treasurer
Mr. K. Beattie, Grants Co-ordinator
Mr. J. Thompson, Secretary

General Grant Recommendations

The Committee was in receipt of a report from the Grants Co-ordinator dated 1989 April 13 advising that the Finance Committee at its meeting held 1989 March 21 approved the General Grant Recommendations relative to the existing grants. The applicants were notified of the recommendations to determine if an appeal would be made of this recommendation.

In addition, the Grants Review Group have made recommendations on several Convention/Reception Grants in accordance with the procedures that were approved by City Council 1989 February 28. These procedures allow for the Grants Review Group applying the funding formula of $4 per participant to a maximum of $1 500 for the Convention/Reception Grants. Once notified of this recommendation, the applicant may appeal this decision to the Finance Committee.

The Committee proceeded to meet with the following second group of applicants who have requested an appeal.

Time	Applicant	Grant Request	Recommended Grant Amount	Category
2:00 p.m.	Opera Hamilton	$174 270	$157 000	C
2:15 p.m.	Hamilton Wentworth Creative Arts Inc.	$114 150	$ 45 000	2
2:30 p.m.	Ensemble Sir Ernest MacMillan	$ 7 000	$ 5 470	1
2:45 p.m.	Hamilton Olympic Club	$ 1 500	NIL	N/A
3:00 p.m.	Hamilton Artists Inc.	$ 4 000	$ 2 000	2

General Grant Recommendations

Consistent with the appeal procedure established in 1988, the applicants made a 15 minute presentation after which the Committee asked questions, made comments and took each appeal under advisement and agreed that a decision on each appeal would be made prior to the conclusion of the meeting.

It was noted in the report that the present balance of the Unallocated Grant Funds is $33 320. An additional $10 000 has been allocated to the Convention/Reception Grants which would be used to fund all appeals at this and future meetings as well as funding the new requests in the amount of $204 224.

Following consideration of each appeal and at the conclusion of the meeting, the Committee agreed to submit the following recommendations to City Council for approval.

(a) That the second set of appeal recommendations for the 1989 Grants as outlined in columns 5 and 6 of the following schedule in the total amount of $14 890, be approved.

(b) That these grants be funded from within the appropriate Grants Accounts GR53XXX 200XX.

Applicant (1)	1989 Grant Type (2)	1989 Grant Request (3)	Original Recommended Amount (4)	Recommended on Appeal Amount (5)	Category (6)
Hamilton Pontiacs Ladies Softball Team	General	$ 1 090	NIL	$ 1 090	1
Tramway Basketball Club	General	$ 4 000	NIL	$ 2 090	2
Theatre Terra Nova	General	$ 5 000	NIL	$ 3 660	
Hamilton and District Soccer Association	General	$ 850	NIL	$ 850	1
Hamilton Children's Choir	General	$ 700	NIL	$ 700	2
Hamilton Ladies Slo-Pitch	Convention/ Reception	$ 7 000	$ 1 500	$ 1 500	C/R
Veteran's Society of Hamilton	Convention/ Reception	$ 10 000	$ 1 500	$ 5 000	C/R
		$ 28 640	$ 6 660	$ 14 890	

2. SECURITY PERSONNEL - DAYTIME, CITY HALL

Security Personnel - Daytime, City Hall

As outlined in a report of the Director of Property dated 1989 April 10, the Committee agreed to submit the following recommendation to City Council for approval.

That the Property Maintenance Division of the Property Department be authorized to retain the services of private security personnel at City Hall during the hours of 9:00 a.m. to 5:00 p.m., Monday to Friday, excluding times when the building is closed for business, such as statutory holidays, at a cost of $16 016 per annum.

NOTE: Sufficient funds are available within the Property Maintenance Division budget to cover this expenditure.

3. DOFASCO INC. ASSESSMENT APPEAL

Dofasco Inc. Assessment Appeal

As outlined in a report of the City Solicitor dated 1989 April 05, the Committee agreed submit the following recommendation to City Council for approval.

That the law firm of Weir and Foulds be authorized to take all necessary steps to appeal the Divisional Court Judgment in the Dofasco Assessment case to the Court of Appeal.

4. FINANCING OF BUTLER AWARD REGARDING LIBRARY/MARKET CONSTRUCTION

Financing of Butler Award regarding Library/Market Construction

As outlined in a report of the Treasurer dated 1989 April 07, the Committee agreed to submit the following recommendation to City Council for approval.

That the total award to Anthony Butler, Architect for the Library/Market project, for his claim against the City of Hamilton on various grounds, in the amount of $205 967.56 at 1989 January 25 plus per diem interest of $67.72 until payment, as discussed in a 1989 February 15 report from the City Solicitor's Department to the Planning and Development Committee, be financed from the "Reserve for Contingency" Account No. RF59021-25215.

5. APPLICATION FOR TAX EXEMPT STATUS - OCCUPATIONAL HEALTH CLINIC FOR ONTARIO WORKERS (HAMILTON)

Application for Tax Exempt Status - Occupational Health Clinic for Ontario Workers (Hamilton)

The Committee was in receipt of a copy of a letter from Ms. Claire Booker, Executive Director, Occupational Health Clinic for Ontario Workers (Hamilton) to Mayor Robert M. Morrow dated 1989 March 08 applying for relief from payment of property taxes.

The Committee also had before it a report of the Treasurer dated 1989 March 31 recommending that the application for an exemption from realty taxes by the Occupational Health Clinic for Ontario Workers (Hamilton), be denied.

It was noted in the report that the Occupational Health Clinic is in fact 100% funded by the Ministry of Labour and should the City consider tax exempt status for this organization, the loss in tax revenue at the municipal level would be direct benefit to the Provincial Ministry.

The approximate loss in realty tax revenue $5 000.

The Committee approved the recommendation of the Treasurer that the application be denied.

Write-off of Outstanding Business Taxes

6. WRITE OFF OF OUTSTANDING BUSINESS TAXES

As outlined in a report of the Treasurer dated 1989 March 28, the Committee agreed to recommend to City Council that outstanding business taxes in the amount of $96 900.94 be written-off as uncollectible in accordance with Section 495 of The Municipal Act, R.S.O., 1980 and charged to Account No. CH15401-00001, Tax Write-offs.

In discussion, the Committee requested additional detail and background information, item nos. 26, 34, 56, 68 and 69 of Mr. Matthews' schedule.

The Committee also requested the Treasurer to report back on possible ways and means of better protecting the City's interests with respect to the collection of outstanding business taxes. It was suggested, for example, that the City could possibly petition the Provincial Government to amend current legislation to give municipalities the power and authority to pursue assets beyond limited companies in order to recover outstanding business taxes.

1989 Business Improvement Area Levy By-laws

7. 1989 BUSINESS IMPROVEMENT AREA LEVY BY-LAWS

As outlined in a report of the Treasurer dated 1989 April 13, the Committee agreed to submit the following recommendation to City Council for approval.

That the Treasurer be authorized to prepare the 1989 levy by-laws for the following Business Improvement Areas in the City of Hamilton for submission to City Council.

Business Improvement Areas	1989 Levy
Barton Street East #1	$ 6 000
Westdale	$ 15 000
International Village	$ 70 835
Jamesville	$ 29 620
Ottawa Street North	$ 85 000
Concession Street	$ 18 750
Downtown Promenade	$ 198 363

1989 Previously Tabled Existing General Grants

8. 1989 PREVIOUSLY TABLED EXISTING GENERAL GRANTS

As outlined in a report of the Grants Co-ordinator dated 1989 April 18, the Committee approved the following recommendations of the Grants Review Group relative to the previously tabled grants.

Applicant	1988 Grant	1989 Request	Recommendation Amount	Category
Hamilton Cardinals	$ 10 000	$ 8 000	$ 8 000	Fixed
Royal Hamilton Light Infantry	$ 10 000	$ 6 000	$ 4 000	Sunset by Amount
Hamilton and District Baseball Association	$ 2 620	$ 12 000	NIL	
Kiwanis Music Festival	$ 2 170	$ 2 290	$ 2 170	Sunset by Amount
Toy Town Troupers	$ 3 140	$ 20 000	$ 3 280	Traditional
Northern Lights Colour Guard	$ 500	$ 500	NIL	
Conqueror II Drum and Bugle Corps	$ 10 000	$ 33 550	$ 10 000	Fixed

It was noted in the report that the Finance Committee at its meeting held 1989 March 21 approved a recommendation relative to the existing 1989 General Grants which included 10 tabled grant requests. These requests were tabled for further financial/organizational information. There remains 3 outstanding tabled requests.

Adjournment

The meeting then adjourned.

Taken as read and approved,

ALDERMAN W. M. McCULLOCH, CHAIRMAN
FINANCE COMMITTEE

John Thompson, Secretary
1989 April 18

Typed by M. J. Walton

Tuesday, 1989 April 25
6:30 o'clock p.m.
Room 233, City Hall

The Finance Committee met.

Present:

Alderman W. M. McCulloch, Chairman
Alderman D. Drury, Vice-Chairman
Alderman T. Cooke
Alderman G. Copps
Alderman F. Lombardo
Alderman J. Gallagher
Alderman T. Murray

Also Present:

Mr. L. Sage, Chief Administrative Officer
Mr. E. C. Matthews, Treasurer
Mr. J. Thompson, Secretary

This is a special meeting of the Finance Committee to consider the establishment of the 1989 mill rates.

Approval of the 1989 Mill Rates for the City Region and Board of Education

As outlined in a report of the Treasurer dated 1989 April 21, the Committee agreed to submit the following recommendations to City Council for approval:

(a) That the 1989 mill rates for the City, Region and Boards of Education be approved in accordance with the attached EXHIBIT "A", Column (10).

(b) That the Treasurer be authorized to prepare the necessary by-laws to fix the rates of taxation for municipal, regional and school purposes for the year 1989, be approved.

(c) That the Treasurer be authorized to prepare a by-law to levy an annual tax on telephone companies doing business in Ontario, be approved.

Introduction of the Bills

That leave be granted to introduce the following Bills:

G-9 By-law to Fix the Rates of Taxation for Municipal Purposes for the Year 1989.

G-10 By-law to Fix the Rates of Taxation for Regional Purposes for the Year 1989.

G-11 By-law to Fix the Rates of Taxation for School Purposes for the Year 1989.

G-12 By-law to Fix the Total Rates of Taxation for Municipal, Regional and School Purposes for the Year 1989.

G-13 By-law to Levy an Annual Tax on Telephone Companies Doing Business in Ontario Respecting the Bell Telephone Company of Canada.

Charges for Storm Sewers and Transit

Mr. Matthews gave a brief explanation of the area-rated charges for storm sewers and transit as outlined in Exhibit "C" dealing with the comparison of the 1988 to 1989 levy, shared revenues and mill rates for the Regional Municipality of Hamilton-Wentworth.

Mr. Sage suggested that the area rated charges should be reviewed with the view to making them a regional levy only through an amendment to The Regional Municipality Act.

Board of Education - Declining Provincial Grants

The Committee also had before it a letter from Mr. Paul E. Shewfelt, Superintendent of Finance and Treasurer, the Board of Education for the City of Hamilton to Mr. E. C. Matthews, Treasurer dated 1989 April 19 requesting that Mrs. Mary Caye Clarke, Chairman of their Board be given the opportunity of attending the next Finance Committee meeting on 1989 May 02.

The Chairman stated that there would be no need for representatives of the Board of Education to appear before the Finance Committee in light of the fact that the mill rates have been set unless, however, they wish to discuss a specific matter regarding declining Provincial grants.

Mr. Matthews agreed to contact Mr. Shewfelt to clarify the purpose of their request and to make the necessary arrangements for the Committee to receive a delegation if they wish to discuss the mutual problem of declining Provincial transfer payments.

Adjournment

The meeting then adjourned.

Taken as read and approved,

ALDERMAN W. M. McCULLOCH, CHAIRMAN
FINANCE COMMITTEE

John Thompson, Secretary
1989 April 25

Typed by M. J. Walton

Tuesday, 1989 May 02
2:00 o'clock p.m.
Room 233, City Hall

The Finance Committee met.

Present: Alderman W. M. McCulloch, Chairman
Alderman D. Drury, Vice-Chairman
Mayor R. M. Morrow
Alderman T. Cooke
Alderman G. Copps
Alderman F. Lombardo
Alderman J. Gallagher
Alderman T. Murray

Absent with Regrets: Alderman J. Smith (Regional Business)

Also Present: Mr. L. Sage, Chief Administrative Officer
Mr. E. C. Matthews, Treasurer
Mr. R. I. Hammell, Manager of Budgets
Mr. K. Beattie, Grants Co-ordinator
Mr. T. Bradley, Manager of Purchasing
Mr. J. Thompson, Secretary

1. 1988 FINANCIAL REPORT

1988 Financial Report

Mr. M. G. Collyer of Pannell Kerr MacGillivray, Chartered Accountants and the City's auditors appeared before the Committee to present the 1988 Audited Financial Report for the City of Hamilton.

Mr. Collyer commented that the City of Hamilton is in very sound financial condition and would give the City a triple "A" rating.

As outlined in a report of the Treasurer dated 1989 April 28, the Committee agreed to submit the following recommendations to City Council for approval.

(a) That City Council receive and accept the 1988 audited Financial Report as presented to the Finance Committee on 1989 May 02 by the City's auditors, Pannell Kerr MacGillivray, Chartered Accountants.

NOTE: Copies of the 1988 Financial Report have already been distributed to all Members of City Council.

(b) That the City Treasurer arrange to publish on one occasion the required 1988 financial statements, based on the audited report, in the Hamilton Spectator as soon as possible and in accordance with regulation provided by the Ministry of Municipal Affairs, but in any event, within sixty days of receiving the audited statements according to a regulation of the Ministry of Municipal Affairs.

(c) That selected statements of the 1988 audited Financial Report be printed in brochure type report form for distribution to banks, other financial institutions and other interested parties.

Delegation - Board of Education

2. DELEGATION - BOARD OF EDUCATION

Mrs. Mary Clarke, Chairman, Mr. Paul Shewfelt, Superintendent of Finance and Treasurer and Mr. Keith Rielly, Director of Education, Board of Education for the City of Hamilton appeared before the Committee to discuss and share with the Finance Committee some of the concerns of the Board of Education with respect to Provincial funding for education.

Mrs. Clarke proceeded to explain that the Provincial Government is continuing to shift more of the burden for educational funding on to the property tax payers. In 1975, the Provincial average for educational funding was 61 percent; in 1987, the Province-wide average dropped to 45 percent and in 1989, dropped an additional 4 points. She explained that the Hamilton Board of Education is basically debt free but as a result of a cut back in Provincial funding, it will most likely be necessary for the Board to start issuing debentures for capital expenditures. She also explained that in 1989, the average percentage increase for Province-wide educational funding was 12.5 percent but that the actual increase for the City of Hamilton amounted to 7.5 percent. This will have an impact on future funding requirements.

In light of the fact that the operating budget is becoming more difficult to provide because of Provincial expectations and legislative requirements, representatives of the Board of Education have met with the Province to discuss and consider initiatives such as Provincial pooling of residential and commercial assessments, lot levies for funding and lotteries. In 1989, 29 percent of the total operating budget of the Hamilton Board of Education will be funded from Provincial sources. In 1988, 32 percent of the operating budget was funded by the Provincial Government. Mr. Reilly explained that the Board of Education will be considering a position paper on realistic Provincial funding for submission to the Province of Ontario. He stated that the Board of Education would be happy to share the position paper with the City of Hamilton.

Alderman Gallagher inquired as to the cost of implementing full-day school for senior kindergarten.

Mr. Reilly explained that the Board of Education has not received any indication from the Province as to the kind of grants that would be received relative to the full-day school for kindergarten. He pointed out that sometimes the Boards of Education are required to implement a program without incentives and that sometimes incentives are provided by the Province for implementation of new programs. Full-day school for kindergarten will require additional staff, room, accommodation and supplies.

Following discussion, the Committee received the presentation of the Board of Education and emphasized the need for a concerted effort by the Board and the City in securing adequate and sufficient funding from the Provincial Government with respect to transfer payments.

3. ELECTRICAL REPAIRS AND MAINTENANCE, VARIOUS CIVIC BUILDINGS

Approval - Electrical Repairs and Maintenance, Various Civc Buildings

As outlined in a report of the Manager of Purchasing dated 1989 April 14, the Committee agreed to submit the following recommendation to City Council for approval.

That open purchase orders be issued for electrical repairs and maintenance for various civic departments during 1989, 1990 and 1991, in accordance with specifications issued by the Manger of Purchasing and Vendor's tender, as follows:

(a) Don MacIntyre Electric (1983) Limited, Hamilton

(b) Cipolla's Service Limited, Burlington

(c) Shersdale Inc. O/A Electrical Maintenance Services, Hamilton

(d) Burl-Oak Lighting, Kilbride

(e) Ronald Wowk Electric Limited, Hamilton

(f) Sanders-Lampman Electric Ltd., Stoney Creek

NOTE: Lowest acceptable of nine (9) tenders received. Funds provided in various repairs and maintenance accounts.

4. PURCHASE OF STIHL WEED TRIMMERS, CENTRAL GARAGE

Purchase of Stihl Weed Trimmers, Central Garage

As outlined in a report of the Manager of Purchasing dated 1989 April 17, the Committee agreed to submit the following recommendation to City Council for approval.

That a purchase order be issued to Satellite Rentals, Hamilton, in the amount of $21 290.77 for the supply and delivery of forty-nine (49) Stihl Weed Trimmers, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of eleven (11) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account No. RF55006 25201.

5. 1989 GRANT APPEALS

1989 Grant Appeals

The Committee had before it a report of the Grants Co-ordinator dated 1989 April 27 containing the final set of grant appeals of the 1989 March 29 Finance Committee recommendations relative to the existing general grants. The grant applications and/or supporting material were attached for each applicant.

Following consideration of the submissions made by the grant applicants, the Committee agreed to submit the following recommendation to City Council for approval.

(a) That the third set of appeal recommendations for the 1989 Grants as listed below in the total amount of $2 790, be approved.

(b) That these grants be funded from within the appropriate grants accounts GR53XXX 200XX.

	Applicant	1989 Grant Request	Original Recommended Amount	Recommendation on Appeal Amount	Category
(i)	Kiwanis Music Festival	$ 2 290	$ 2 170	$ 2 290	Traditional
(ii)	Northern Lights Colour Guard	$ 500	NIL	$ 500	Fixed

Grant for the Sixth World Conference on Cooperative Education

6. GRANT FOR THE SIXTH WORLD CONFERENCE ON COOPERATIVE EDUCATION

The Committee had before it a report of the Grants Co-ordinator dated 1989 April 27 recommending that a grant in the amount of $15 000 be made to the Organizing Committee of the Sixth World Conference on Cooperative Education which was approved by City Council 1988 July 26 on the recommendation of the Executive Committee. It was noted in the report that Regional Council at its meeting held 1989 April 04 approved a grant of $15 000 to this organization conditional on the City of Hamilton grant.

It was moved by Alderman Drury, seconded by Alderman Lombardo that the report be tabled. Motion lost.

It was subsequently moved and seconded and carried that the following recommendations as outlined in a report of the Grants Co-ordinator dated 1989 April 27 be presented to City Council for approval.

(a) That a grant in the amount of $15 000 to the Organizing Committee of the Sixth World Conference on Co-operative Education, which was approved in principle by City Council 1988 July 26, be approved subject to a matching grant from the Regional Municipality of Hamilton-Wentworth.

(b) That the $15 000 be funded from within the Convention/Reception Grant Allocation of the Grants Budget Account No. 534XX 20020.

NOTE: Regional Council at its meeting on 1989 April 04 approved of a similar $15 000 grant conditional on the City of Hamilton grant.

The Committee directed that all relevant background material received to-date on this Conference be circulated to the members of the Committee prior to the City Council meeting of 1989 May 09.

7. OUTSTANDING 1989 EXISTING GENERAL GRANTS

Outstanding 1989 Existing General Grants

As outlined in a report of the Grants Co-ordinator dated 1989 April 28, the Committee agreed to submit the following recommendations relative to the previously tabled grants to City Council for approval.

(a) That the following recommendations for the 1989 Grants, be approved.

	Applicant	1988 Grant	1989 Request	1989 Recommendation Amount	Category
(i)	Junior Achievement of Hamilton	$ 7 500	$ 7 500	$ 7 500	Fixed
(ii)	Hamilton Safety Council	$23 000	$23 000	$23 000	Fixed

NOTE: The above Grant amounts have been provided for within the Grants budget allocation.

The grant application from McQueston Community Association was tabled until the next regular meeting of the Finance Committee at which time representatives of the Association will be invited in to discuss their application and answer any questions the Committee may have regarding their grant request.

8. GRANT INCREASES

Grant Increases

As outlined in a report of the Grants Co-ordinator dated 1989 April 28, the Committee agreed to submit the following recommendations to City Council for approval.

(a) That the Committed General Grant for the Fire Department Band for $4 290 which was approved by City Council 1989 April 11, be increased by $1 070 to $5 360 to provide for an additional three months airport rental charge for 1989.

(b) That the Fixed Grant for the Santa Claus Parade Committee for $15 000 which was approved by the Finance Committee 1989 March 21, be increased by $1 500 to $16 500 to offset City invoices for signage and related costs relative to the parade.

(c) That the increase grant amounts from sub-sections (a) and (b) above totalling $2 570 be funded from the balance of the unallocated Grant funds.

Approved Settlement of Claims

9. APPROVED SETTLEMENT OF CLAIMS

As outlined in a report of the Secretary dated 1989 April 28, the Committee approved that the attached Summary Report containing a listing and amounts of approved Settlement of Claims, be received and that a copy be forwarded to City Council for information in accordance with established policy.

Adjournment

The meeting then adjourned.

Taken as read and approved,

ALDERMAN W. M. McCULLOCH, CHAIRMAN
FINANCE COMMITTEE

John Thompson, Secretary
1989 May 02

Typed by M. J. Walton

CITY COUNCIL
HAMILTON, CANADA

Alderman John Gallagher

71 MAIN STREET WEST L8N 3T4 • (416) 526-2730 • RES. (416) 388-3089 — WARD 7

2

1989 May 16

Mr. J. D. Thompson, Secretary,
Finance Committee

Dear Mr. Thompson:

I would appreciate it if you would place the attached on the May 23rd, 1989, Agenda of the Finance Committee.

Thank you for your kind attention to this matter.

Sincerely,

John Gallagher, Alderman,
Ward 7

JG:tb

IF YOU THINK ABOUT IT

WE SPEND TOO MUCH

A PRESENTATION AND PROPOSAL TO THE CHAIRMAN AND MEMBERS OF THE FINANCE COMMITTEE BY: ALDERMAN JOHN GALLAGHER

THE TAXPAYER'S PURSE IS NOT BOTTOMLESS!

During the years 1986, 1987 and, 1988 population statistics in the City of Hamilton have remained constant at about 307,000, yet taxes have escalated far in excess of the rate of inflation.

OUR SPENDING IS OUT OF CONTROL!

Inflation (C.P.I.)	1986 - 4.1 %	1987 - 4.4 %	1988 - 4.1 %
Tax increase	1986 - 8.1 %	1987 - 5.8 %	1988 - 4.5 %

The 1989 **tax increase at 8.9 %** with **inflation estimated at 4.6 %** is further proof that something is terribly wrong with our budget process.

Total Spending Increase 1986 - 1989 = 27.3 %
Total Inflation Rate (C.P.I) 1986 - 1989 = 17.2 %

WE NEED TO FIND OUT WHY AND DO SOMETHING ABOUT IT!

23 May 1989

To : Chairman and Members of the Finance Committee

From: Alderman John Gallagher

Recommendation : That the City of Hamilton Conduct an OPERATIONAL REVIEW/AUDIT of "ALL DEPARTMENTS" utilizing the following terms of reference:

a) That the review/audits be financial, operational and legal;

b) That all Departments be reviewed/audited as soon as possible;

c) That the Auditor's report to the Public via a presentation to the whole Council on dates to be arranged as necessary;

d) That the Auditor's report be "without any review or editing" of the document "at any stage of its development", by City Staff;

e) That the current comprehensive audits, now being conducted, be incorporated into this strategy;

f) When the "full-scale" operational review/audit of all Departments has been completed and reported to Council, that an ongoing programme of operational reviews/audits be conducted on an annual basis. This should include a minimum of three departments per year and be financial, operational and legal in nature;

g) That the Treasurer estimate the cost of this programme and recommend the method of financing.

Respectfully submitted, Alderman John Gallagher

REVENUE

We have four main sources of income. Listed as follows by their approximate percentage of the overall budget:

PROPERTY TAXES	:	**72 %**
FEES AND SERVICE CHARGES	:	**14 %**
GRANTS FROM OTHER GOVERNMENTS	:	**11 %**
INTEREST ON DEPOSITS	:	**3 %**

WHERE DO WE START?

During the past few months, members of Council, myself included, have protested loudly that the Provincial Government's failure to provide increases in transfer payments, to the City of Hamilton, equal to the rate of inflation, puts an unfair burden on property taxpayers in this City.

The facts are, shortfalls in Provincial transfer payments and grants are just one part of the problem. It's time we took an indepth look at our own spending with a view to identifying and eliminating extravagance and waste. As well, we need to set new priorities for future spending of the taxpayer's money.

"CAREFUL SPENDING OF TAX DOLLARS" is the one promise we all make when seeking support from the voters. In order to live up to this commitment we first have to understand the system. This is going to take some doing. I have participated in four budgets. It has now become obvious that **"we have little influence in the budget process."**

UNDERSTANDING THE SYSTEM

The way to accomplish this is to have a detailed and independent mechanism that can analyze and explain how each Department works. All aspects of a Department's operations must be included.

Currently, our auditing services is an exercise in arithmetic, nothing else. If we are to understand how well the Taxpayer's investment is being managed much more has to be done. Three aspects of Department Operations must be reviewed/audited; legal, operational and finance. I will outline my reasons as follows:

LEGAL AUDIT

Our current auditing services is limited to providing financial information in accordance with Provincial Legislation. This Legislation was designed to insure a minimum review. It does not mean we can't do more. My recommendation is that we request a report on the efficiency of our operation, in addition to account balances.

The legal audit should list all Provincial Statutes, Municipal by-Laws and policies that a specific department is required to follow during its day to day operations.

Once the rules have been chronicled, the auditor should examine the Department's record of execution with respect to the rules and regulations by which it is to perform. This comparison will be invaluable to the Corporation's elected Board of Directors, City Council.

OPERATIONAL (AUDIT) REVIEW

This should be the most important aspect of a comprehensive review/audit. This component of the audit should review the Management of the Department, its organizational structure, management training program, staff relations, job descriptions, salaries, and must include a time study.

How well we set priorities and policies is of no importance if a department does not have the organizational structure and staff participation to carry out its duties. In addition, we should be able to identify if a department is **over staffed** or **under staffed**. This knowledge is very important; a Department's ability to function efficiently will be handicapped in either case.

It is my belief that a number of our Departments are functioning far below their potential as a result of Organizational chaos.

Department Heads and/or staff in an individual Department are not to blame for this situation. **Our system has fallen behind the times.** In this ever changing and fast paced period of **Technological change,** Governments are notorious for playing catch-up instead of keeping pace.

We can correct this money wasting pattern by embracing this plan. It is impossible to make informed decisions if we have no idea how the system, we are accountable to the taxpayers for, works. **I don't believe any of us really comprehend the routines that result in our final budget, to any great depth.**

FINANCIAL AUDIT

A **"by Department"** Financial Audit can be provided by the City Treasurer. Each individual budget account should be listed and all funds allocated for a specific purpose in each division catalogued, and tracked. This technique will provide a clear breakdown of how the taxpayers money is spent.

This method will give us an opportunity to insure that the proper accounting procedures and practices are being followed in the day to day operations of each Department. As well, we will be able to identify if each dollar allocated to a Department is being used for its approved purpose.

TWO IDENTIFIED AREAS OF CONCERN

Our Bureaucracy has become a self-proliferating mutant, feeding on itself faster than our ability to tax property owners to sustain it.

NEW POSITIONS CREATED 1986 THROUGH 1989

Year	1986	1987	1988	1989
Full time	2023	2104	2128	2133
Part time	1115	1172	1081	1131
Total	3138	3276	3209	3264

New Full Time Positions Created 1986 through 1989 = 110
New Part Time Positions Created 1986 through 1989 = 16
Total new positions = 126

Average salary and benefits Full Time - $35,687.05
x 110 New Employees - **x 110**
$3,925,575.50

In 1989, we will tax Hamilton property owners an additional "THREE MILLION NINE HUNDRED AND TWENTY FIVE THOUSAND, FIVE HUNDRED AND SEVENTY FIVE DOLLARS AND FIFTY CENTS" than we did in 1986 to pay for new full time staff.

When you consider that 75% of our operating and administrative budget expenditures are for salaries and benefits, you can begin to understand why taxes are escalating above the rate of inflation.

ABSENTEEISM

The Commissioner of Human Resources responding to a question during a meeting recently, indicated that average absenteeism in the Private Sector is eight (8) days per employee. The City of Hamilton's average record for absenteeism is **twenty two (22) days per employee.**

An operational review/audit as thorough as the one proposed, would identify a problem of this magnitude and recommend corrective action.

For your information the Human Resources Department provided **APPROXIMATE** estimates of the **average annual cost of salary and benefits per Employee at $35,687.05**

Total number of city employees, 1989 -	3,264	
Less part time -	-1,131	*
	2,133	
less Board Employees	- 330	**
	1,803	

Notes: * Part time employees do not have this benefit
** statistics for the following City Boards are not available: HECFI, Library, Parking Authority.

5 working days per week x 52 weeks per year	=	260
less 22 days absent		-22
		238
Average cost per employee for each lost day	=	$137.26
X 22 lost days		x 22
	=	$3,019.67
X 1,803 Full Time Employees -		x 1803
Total cost to the taxpayer for absenteeism		$5,444,555.20

Consider the savings if we were to achieve parity with the private sector for absenteeism;

260 working days	=	260
less 8 days absent		- 8
		252
Average cost per employee for each lost day	=	$137.26
x 8 lost days		x 8
	=	$1,098.08
X 1,803 Employees		x 1803
		$1,979,838.20

Our current total cost for absenteeism	$5,444,555.20
Less cost to the private sector	-1,979,838.08
	$3,464,717.12

Based on this analogy it is costing the taxpayers **"THREE MILLION FOUR HUNDRED AND SIXTY FOUR THOUSAND SEVEN HUNDRED AND SEVENTEEN DOLLARS AND TWELVE CENTS"** more for absenteeism than would be paid by the Private Sector in an identical salaries and benefits comparison.

It is difficult to estimate the actual cost to the taxpayers for excessive absenteeism. If you consider additional expenditures for **overtime and temporary staff to fill-in** for absent workers the cost is more substantial.

Using this hypothetical analysis, property owners in the City of Hamilton, would be paying "MILLIONS LESS IN TAXES" if we were able to come up with a solution for this one problem.

EFFECTIVE MANAGEMENT OF OUR HUMAN, FINANCIAL AND MATERIAL RESOURCES

Another benefit of this strategy is that we would be better able to determine if we are utilizing **our resources** to their fullest potential. In many cases we will find that People, Money and equipment could be better deployed for a more efficient and dynamic **delivery of service.**

HOW CAN WE PAY FOR THIS PROPOSAL?

Our total budget for 1989 is **One hundred and fourty seven million four hundred and thirty thousand dollars.** ($147,430,000.00) If we were to find and eliminate just one percent (1%) waste, the **SAVING** would be an incredible **1.47 Million Dollars.** An estimate of 1% waste in our organization is somewhat modest.

When you tally savings in efficiency, a reduction in absenteeism, along with all the other **"costly problems"** that go unnoticed and continue to empty the taxpayers pockets, the possible savings are beyond comprehension. There is enough fat in our organization to pay for this proposal many times over. **All we have to do is discover and eliminate it.** The balance is money in the bank.

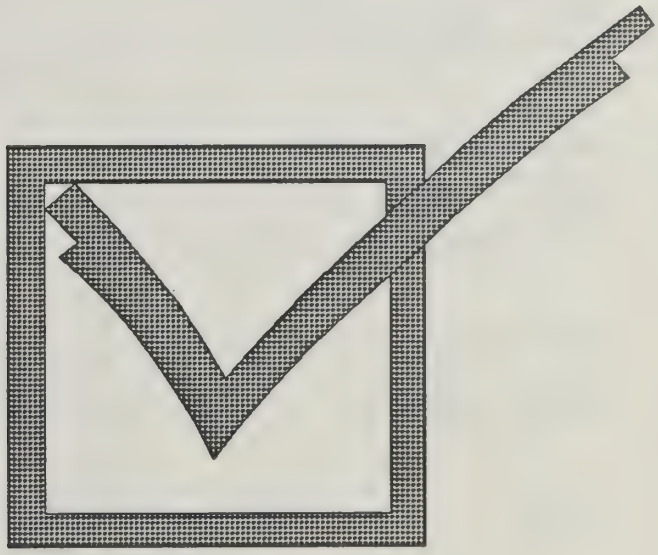
Our first priority must always be **Fiscal Responsibility.** The only way to accomplish this is to fully understand the organization that we are elected to oversee. I have been told many times, when asking questions; **"I should keep my nose out of day to day operations" I DONT' BUY THAT POSTURE.** Spending Taxpayer's money is the public's business. There is a problem. We are elected to fix it. Your support for this strategy will put us on the road to a solution.

THE REPORT TO COUNCIL

An Auditor is an "AGENT OF THE PEOPLE" not Council. We as the people's representatives should receive his/her report in an open public form so as to inform the general public, to the fullest extent, the state of the City Government they pay so dearly for.

The Public and Council will have a better understanding of the operation and management of local government, as a result of this effort. It is a good investment.

ALL THINGS CONSIDERED



IF YOU SUPPORT THIS PROPOSAL

THE RESULTS CAN ONLY BE POSITIVE

Attachments:

1) Average hourly salary and benefits - 1988
2) Employees on staff, 1986, 1987, 1988, 1989
3) Selected statistics related to estimates
4) Departmental Expenditure estimate; percentage change over prior years

AVERAGE HOURLY SALARY AND BENEFITS - 1988

9 May 1989

Average Hourly Rate :	$15.6597	- per hour -	**this rate includes holiday pay**
Average Hours Worked :	X 37.14	- per week	
Total Weekly Salary :	$581.60		
X 52 Weeks Per Year :	X 52		
	$30,243.26	- average annual salary	
Average Benefits :	$2.8187	- per hour	
Average Hours worked :	X 37.14	- per week	
Weekly benefits :	$104.6882		
X 52 Weeks Per Year :	X 52		
	$5,443.79	- average annual benefits	
Per Employee :	$30,243.26	- salary	
:	$5,443.79	- benefits	
Total Annual :	$35,687.05	- average salary & benefits	

Notes:

* these pay statistics do not include 1989 pay increases

* this information was provided to me by John Johnson; Manager, Labour Relations Department of Human Resources

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NUMBER OF EMPLOYEES ON STAFF, 1986, 1987, 1988, 1989

Note: ***These figures were provided by the Human Resource Department***

	1986 (perm/temp)	1987 (p/t)	1988 (p/t)	1989 (p/t)
Cemetery Division	49/0	53/0	53/0	45/0
Library	229/265	233/273	242/254	236/251
Parks Division	10/0	12/0	10/0	12/0
Legislative Division	8/18	11/18	12/19	11/19
City Clerk's	53/9	51/8	55/13	56/11
Treasury	95/11	107/9	58/6	60/9
Chief Administrative	2/0	2/0	2/1	2/1
Legal	24/2	22/1	24/0	23/0
Purchasing Division	12/0	12/0	12/0	14/0
Personnel (as City Dept)	17/1	18/2	----	----
Human Resources (as Reg)	15/0	14/2	41/6	41/5
Property Maintenance	76/3	71/0	70/3	66/5
Prop. Mtce. (Journeymen)	9/8	10/5	9/7	11/4
City Architect	11/4	9/4	8/2	8/2
Scourge Project	1/2	1/2	1/2	0/2
City Garage Division	6/0	6/0	6/0	6/0
Convention Centre	20/205	24/219	30/199	29/238
Community Development	11/0	12/0	13/0	15/0
Real Estate	13/0	11/0	13/0	14/0
Info. Systems (City)	---- part of Treasury ---		46/1	46/1
Info. Systems (Region)	--- part of Finance -----		8/1	7/1
Fire	442/0	473/1	465/1	464/1
Building	79/1	80/3	85/2	86/4
Traffic	88/1	109/0	109/2	108/4
Central Garage Division	38/0	44/0	41/0	42/0
Public Works	480/1	468/5	471/1	473/1
Copps Coliseum	12/133	12/137	13/141	13/145
H.E.C.F.I.	28/46	30/42	22/40	23/44
Central Utilities Plant	25/1	27/0	27/1	27/0
Culture & Recreation	121/296	132/320	132/320	132/312
Dundurn Division	21/18	22/13	21/18	34/5
Hamilton Place	12/86	12/102	13/79	13/92
Parking Authority	15/19	15/17	15/17	15/18
City Physician	1/0	1/0	1/0	1/0
City Totals	3138	3276	3209	3264

3

City of Hamilton
Treasury Department

SELECTED STATISTICS RELATED TO
CITY OF HAMILTON ESTIMATES

	% Change over prior year			
	1986	1987	1988	1989
Inflation (C.P.I.)	4.1	4.4	4.1	4.6
Tax Increases - City Services	8.1	5.8	4.5	8.9
City Expenditure Budget (see attached schedule)	5.8	6.9	6.0	8.9
City Revenue Budget				
- Provincial Grants	7.6	6.1	2.0	1.9
- Tax Levies	9.2	7.4	6.4	11.6
- Interest on ~~Investments~~ Current Cash	(26.4)	-	(10.3)	-
- User fees and Other Revenues	(1.3)	6.6	11.6	2.1

IRH:jc
1989 May 8

4

City of Hamilton
Treasury Department

DEPARTMENTAL EXPENDITURE ESTIMATE
PERCENTAGE CHANGE OVER PRIOR YEARS

Department	1986	1987	1988	1989
Legislative	(7.2)	16.3	19.3	6.7
Chief Administrative Office	4.5	4.9	4.5	4.5
Clerk	7.9	7.0	5.7	7.1
Treasury - Finance	1.9	6.3	1.5	5.9
- Purchasing	1.4	8.7	4.2	5.2
- City Garage	(109.7)	171.5	(100.0)	-
Information Systems	12.3	(11.6)	7.2	7.0
Solicitor	8.1	16.7	4.5	17.2
Human Resources Centre	19.4	42.8	15.9	21.6
Property	3.6	4.0	4.4	11.9
Architect	.7	(19.9)	6.3	11.3
Central Utilities Plant	61.9	(2.2)	(.9)	4.1
Planning	10.6	4.8	4.4	7.8
Hamilton-Scourge Project	(1.4)	2.2	4.2	13.2
Community Development	(13.8)	18.3	4.7	2.3
Real Estate	3.7	6.1	12.6	(4.2)
Central Services Garage	(130.0)	(8.2)	100.0	-
Fire	4.0	6.7	8.2	5.5
Building	11.1	11.9	4.5	6.1
Traffic	5.2	16.3	8.2	9.8
School Crossing Guards	10.2	7.9	11.1	21.8
Public Works	7.9	6.4	6.8	9.8
Local Roads	7.3	2.9	4.5	3.6
Cemeteries	8.8	3.6	4.2	5.0
Parks	7.9	7.2	6.5	9.0
Recreation	7.5	7.6	6.9	10.0
Culture	7.2	9.4	22.9	21.0
TOTAL DEPARTMENTS	7.3	6.4	6.8	8.0
Financials, Miscellaneous	3.9	8.8	4.8	12.2
Library	3.4	5.1	5.2	8.1
H.E.C.F.I.	(12.2)	11.3	-	-
TOTAL EXPENDITURES	5.8	6.9	6.0	8.9

DKB:jc
1989 May 8

RECEIVED

MAY 9 1989

CITY CLERKS

FOR ACTION

3(a)

REPORT TO: MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

FROM: MR. T. BRADLEY, MANAGER
PURCHASING

DATE: 1989 May 9
COMM FILE: 1-8.1
DEPT FILE: T19-7-89

SUBJECT: SUPPLY AND DELIVERY OF ANTI-FREEZE, CITY GARAGE

RECOMMENDATION
That a purchase order be issued to Stanchem-Bus. Unit of CIL, Toronto, in the amount of $17,290.00 plus Provincial sales tax at 8%, for the supply and delivery of Anti-freeze for the City Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of two (2) tenders received. Funds provided in Oil & Lubricants Account CH56204 27005.

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)
See above RECOMMENDATION

BACKGROUND - Tender Analysis based on One Tank Wagon (approx. 9,500 litres)

	Price per Litre	Total Price
Stanchem-Bus. Unit of CIL, Toronto	$1.82	$17,290.00
Global Rubber & Chemical, Sarnia	2.165	20,567.50

Provincial sales tax extra at 8%

FOR ACTION

3(4)

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 May 18
COMM FILE:
DEPT FILE: *T4-9-89*

SUBJECT: *REPLACEMENT FOR VEHICLES #9347 AND #9016, CENTRAL GARAGE*

RECOMMENDATION:
That a purchase order be issued to Steel City Chrysler, Hamilton in the amount of $32,519.86 for the replacement of Two (2) 3/4 Ton Vans, Vehicles #9347 and #9016, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of two (2) tenders received. Funds provided in Equipment Replacement Fund Account RF55003 25201.

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

BACKGROUND: - Tender Analysis

Steel City Chrysler, Hamilton	$32,519.86
Nethercott Chev Olds, Hamilton	35,510.40 *

* Bid without trade-in

Twenty-six suppliers were requested to bid. Five declined and nineteen did not respond.

3(c)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 May 18
COMM FILE:
DEPT FILE: T4-33-89

SUBJECT: REPLACEMENT OF VEHICLE #9080, CENTRAL GARAGE

RECOMMENDATION:
That a purchase order be issued to Nethercott Chev Olds, Hamilton, in the amount of $15,032.44 for the replacement of One (1) Compact Pickup Truck, vehicle #9080, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of two (2) tenders received. Funds provided in Equipment Replacement Fund Account RF55003 25201.

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

BACKGROUND: - Tender Analysis

Nethercott Chev Olds, Hamilton	$15,032.44
Snowdon Ford Sales, Burlington	15,402.60

Twenty-six suppliers were requested to bid. Four declined and twenty did not respond.

3(d)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 May 18
COMM FILE:
DEPT FILE: T4-31-89

SUBJECT: REPLACEMENT OF VEHICLE #9628, CENTRAL GARAGE

RECOMMENDATION:
That a purchase order be issued to Robert Slessor Pontiac Buick, Grimsby, in the amount of $22,129.40 for the replacement of One (1) Stake Dump Truck, vehicle #9628, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of three (3) tenders received. Funds provided in Equipment Replacement Fund Account RF55003 25201.

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

BACKGROUND: - Tender Analysis

Robert Slessor Pontiac Buick, Grimsby	$22,129.40
Steel City Chrysler, Hamilton	23,999.76 *
Holland Chev Olds, Burlington	25,937.68

* Bid without trade-in

Twenty-six suppliers were requested to bid. Two declined and twenty-one did not respond.

4(a)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. I. R. Hammel
Acting Treasurer

DATE: 1989 May 12
COMM FILE:
DEPT FILE:

SUBJECT: **FINANCING FIREFIGHTER BUNKER SUITS**

RECOMMENDATION:

That the estimated cost of $350,000 for the outfitting of the remaining 325 firefighters who are not yet equipped with Bunker Suits and related clothing, be financed from the Fire Department's Protective Clothing account of $100,000 with the balance of $250,000 by means of an approved overdraft in the budget of the Fire Department at this time, pending a re-examination of accounts with a more specific financing recommendation to be reported by the Treasurer near the year end.

Roy Hammel

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

-- $100,000 budgeted in 1989 for Protective Clothing.

-- Accounts to be re-examined at year end for more specific recommendation for financing the $250,000 additional required cost.

BACKGROUND:

This issue of the purchase of Bunker Suits for the remaining firefighers will be discussed at the Personnel Committee meeting of May 24, 1989.

c.c. Chief L. G. Saltmarsh, Fire Chief
Mr. Lou Sage, Chief Administrative Officer

4(b)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1989 May 17
COMM FILE:
DEPT FILE:

SUBJECT: **FINANCING OF FUND FOR ASSISTIVE DEVICES - DISABLED EMPLOYEES**

RECOMMENDATION:

That the amount of $10,000 for the provision of special assistive devices for disabled employees, as adopted by City Council on May 9, 1989, be financed by a transfer from the Contingency Account CH 70010 24120, to the base budget of the Human Resources Centre (City's share).

Roy Hammel

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

The balance remaining in the general current Contingency will now be $59,120.

BACKGROUND:

City Council, in adopting Section 21 of the TENTH Report of the Co-ordinating Committee, approved of the above issue at its meeting of May 9, 1989, and requested the Finance Committee to recommend the method of financing.

FOR ACTION

4(c)

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1989 May 18
COMM FILE:
DEPT FILE:

SUBJECT: **CHALLENGE '89 - SUMMER EMPLOYMENT/EXPERIENCE DEVELOPMENT (S.E.E.D.) PROGRAM**

RECOMMENDATION:

(a) That the City of Hamilton participate in the Challenge '89 - S.E.E.D. Program for three (3) positions approved by the Program.

(b) That the estimated City's share of the cost ($4,004) be financed from the approved 1989 Estimates of the Culture and Recreation Department ($3,024) and the Traffic Department ($980).

Roy Hammond

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

The two proposals approved by the S.E.E.D. Program have an estimated total cost of $9,440 with an estimated Program contribution of $5,435 (58%) and an estimated City's share of $4,005 (42%).

The estimated City's share of these proposals is to be financed within the approved 1988 Estimates of the Culture and Recreation and Traffic Departments.

BACKGROUND:

The criteria, guidelines and applications for the Challenge '89 - Student Employment/Experience Development (S.E.E.D.) Program were received and circulated to all departments and independent boards with a request for proposals on February 20, 1989.

The S.E.E.D. contribution to all approved proposals will be $4.75 per hour (Ontario minimum wage) to a maximum of $100,000 per employer, while the employer's cost will cover mandatory fringe benefits and all other costs.

After consultation with the Human Resources Centre, departmental proposals are calculated at labour/salary rates of $7.50 per hour for clerical/labour proposals and $8.50 per hour for proposals of a supervisory nature or require enriched skills.

BACKGROUND - continued

A schedule of proposals and approvals is attached for your information.

As in the past, the Program asks whether a collective agreement is in place and if so, has union concurrence with the proposals been obtained. C.U.P.E. Locals 5 and 167 were advised of all proposals when they were transmitted to the Program.

C.U.P.E. Local 167 has concurred with the applications of the Department of Culture and Recreation.

They are prepared to concur with the application of the Traffic Department provided that the hourly rate is increased from $7.50 to $10.18 or $2.68 per hour. This would increase the estimated City's share by $825.

Att'd

c.c. Mr. Lou Sage, Chief Administrative Officer
Mr. R. Sugden, Director, Culture and Recreation
Mr. M. Main, Director, Traffic Department
Ms. C. Lowe, Commissioner, Human Resources Centre

City of Hamilton
Treasury

SUMMARY OF APPLICATIONS FOR CHALLENGE '89
SUMMARY EMPLOYMENT/EXPERIENCE DEVELOPMENT (S.E.E.D.)

Department and Project Name (1)	Job Type (1) (2)	Total Number of Positions (3)	Total Number of Weeks (4)	Total Number of Hours (5)	Wages (6)	Other Costs (7)	Total Costs (8)	Estimated S.E.E.D. Funding (9)	Estimated City Cost (10)
CULTURE AND RECREATION									
Track and Field Co-ordinator	CSR	2	36	1,296	9,720	970	10,690	6,156	4,534
Bikeways Programmer	CSR	2	36	1,296	9,720	970	10,690	6,156	4,534
Sports Programmer	CSR	2	36	1,296	9,720	970	10,690	6,156	4,534
		6	108	3,888	29,160	2,910	32,070	18,468	13,602
TRAFFIC									
Drafting Assistant	CSR	1	18	630	4,725	375	5,100	2,993	2,107
		7	126	4,518	33,885	3,285	37,170	21,461	15,709
PROJECTS APPROVED BY S.E.E.D.									
CULTURE AND RECREATION									
Bikeways Programmer		1	12	432	3,240	324	3,564	2,052	1,512
Sports		1	12	432	3,240	324	3,564	2,052	1,512
		2	24	864	6,480	648	7,128	4,104	3,024
TRAFFIC									
Drafting Assistant		1	8	280	2,100	210	2,310	1,330	980
		3	32	1,144	8,580	858	9,438	5,434	4,004

1989 May 18

RDU/an

5.

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. D.K. Beattie
Grants Co-Ordinator

DATE: 1989 May 16
COMM FILE:
DEPT FILE:

SUBJECT: **1989 NEW GRANT REQUESTS**

RECOMMENDATION:

The Grant Review Group has met and respectfully recommends the following:

a) that the recommendations relative to the new grant requests as summarized on Appendix A be approved;

b) that the approved grant amount in Appendix A for $8,700 be funded from the Unallocated Grant Funds;

c) that the Grants Co-Ordinator be directed to advise the applicants of these recommendations to determine if the applicant will be requesting an appeal of this recommendation to the Finance Committee and that any appeals be scheduled to appear at the earliest possible meeting of the Finance Committee.

D Kevin Beattie

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

See above recommendation.

BACKGROUND:

At its meeting March 21, 1989, the Finance Committee approved several recommendations relative to the processing of the 1989 General Grants. After finalizing the existing grants (i.e. after appeals and Council approval), the Grants Review Group was directed to finalize the recommendations on the new 1989 General Grant requests. Appendix A summarizes the applicants request and the Grants Review Group recommendations in column 5 for the amount and column 6 for the category.

In accordance with the Grant policy the applicants would be notified of the Finance Committee's recommendation and allowed an opportunity to appeal the decision.

Provided the total recommended amount of $8,700 is approved by the Finance Committee, the balance of the unallocated grant funds is $9,530. This balance would fund any increases in grant amounts as a result of any appeals.

Clarification of any of the requests and/or copies of the grant applications can be obtained from the Grants Co-Ordinator.

APPENDIX A

City of Hamilton
Treasury
NEW GRANT REQUESTS

No. (1)	Applicant (2)	Purpose of Request/Comments (3)	Requested Grant (4)	Grants Review Group Recommendations Amount (5)	Grants Review Group Recommendations Category (6)
1.	Ontario Martial Arts Group (Custom House)	-to reconstruct heritage staircase;conflicts with policy-no funding to heritage buildings-received $5000 in 1988	45,000	Nil	N/A
2.	"Just Say No" Committee	-to provide entertainers for Gage Park-May 13 received $1,000 in 1988 for similar event	7,000	1,000	Fixed
3.	The Hamilton Yacht Club	-to purchase seven sail boats;rec'd $500-1988	3,500	Nil	N/A
4.	Sports Club	-start up costs for training equipment	4,000	Nil	N/A
5.	Environmental Communications Group	-to produce a 13 series of half-hour radio environmental documentaries; appears to be two individuals and not an organization	18,383	Nil	N/A
6.	New Horizons (Christian Connections)	-to pay property taxes	4,270	Nil	N/A
7.	Assoc. Racalmutese Maria S.S. Monte	-cultural festival June 11,1989	10,000	1,500	Fixed
8.	St. John's Ambulance	-to support brigade activities-received Regional grant of $1,000	1,000	Nil	N/A
9.	Music Here and Now	-operating expenses-to enhance music knowledge	1,210	Nil	N/A
10.	Wesley Urban Ministries	-for recreational services @ Kirkendall Strathcona Neighbourhood House; gets Regional grant of $3,000 + 17,000 for Kirkendall-Social grants	67,669	5,000	N/A
11.	Hamilton Y.W.C.A.	-to offset costs of Centennial Celebrations	24,292	1,000	One-time Only
12.	SHAIR International Resource Centre	-promote awareness of global development, human rights and cultural programmes	8,000	Nil	N/A
13.	Arab Women's League	-1 day public awareness seminar	2,000	Nil	N/A
14.	Human Rights Monument	-to offset costs of monument built in Ottawa conflicts with policy-not a Hamilton event	5,000	Nil	N/A
15.	Pitch-In Ontario	-contribution for Provincial Campaign	1,900	Nil	N/A
16.	Softball Umpire Development Program	-for rental charges of gym to run umpire school	1,000	200	Fixed
	Totals		204,224	8,700	

6.

FOR INFORMATION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. D.K. Beattie
Grants Co-Ordinator

DATE: 1989 May 11
COMM FILE:
DEPT FILE:

SUBJECT: **LATE 1989 GENERAL GRANT REQUESTS**

BACKGROUND:

City Council at its meeting February 28, 1989, approved as Section 28 of the Fifth Report of the Finance Committee the following recommendation:

> "That only those General Grant applications submitted by 1989 March 10 will be considered for possible funding in order to fairly allocate the 1989 Grants Budget."

Summarized below are requests that were received after the March 10, 1989, deadline. The Grants Review Group has received these requests and taken no further action. Each applicant has been notified of this decision.

Date Request Received	Applicant	Requested Amount	Purpose of Request
April 10/89	Cari-Can Festival	$40,000	for festival Aug. 18-20
April 12/89	Hamilton AIDS Network for Dialogue and Support	20,000	for play and educational play
April 14/89	James Street Baptist Church	48,000	for construction and landscaping costs of a sunken garden
April 21/89	Sir Allan MacNab Secondary School	2,000	for costs of sending Team to France for International Tournament
April 28/89	Hamilton Community Concert Association	8,000	for general operating expenses

D Kevin Beattie

RECEIVED

MAY 9 1989

CITY CLERK'S

FOR ACTION

7.

REPORT TO: Chairman & Members, Finance Committee
Attn: Mr. J.D. Thompson, Secretary

FROM: Ross & McBride
per:

"E.C. Sheard" per JG

E.C. Sheard

J.G. Pavelka

J.G. Pavelka, Director
Public Works Department

K.A. Rouff, City Solicitor

DATE: 1989 April 19
COMM FILE:
DEPT FILE: 100-12.1

SUBJECT: Hamilton, City of ats. Edwards, Dolly
Date of Accident: May 28, 1987

RECOMMENDATION:

Settlement is proposed as follows:

1.	General Damages	$13,750.00
2.	Special Damages	$ 3,322.92
3.	Family Law Act Claim	$ 500.00
	TOTAL	$17,572.92
	75% of above total (assumed by City	$13,179.69
	Interest	$ 2,000.00
	Costs	$ 2,275.00
	Total Settlement of Claim:	$17,454.69

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

The City will be required to pay to the Plaintiff the sum of **$17,500.00**

BACKGROUND:

The Plaintiff was 61 years old on the date of the fall which was caused when the heel of her shoe caught in a crack in the sidewalk, causing her to fall and break her wrist. At the time of the accident, the Plaintiff was a full-time hairdressing instructor. She fell at noon hour on May 28, 1987 while walking along John Street between Main and Jackson Streets. The heel of her left shoe caught in the north-south crack of the sidewalk throwing her off balance and causing her to fall and land on her left hand thereby breaking her wrist. The crack was one inch to one and one-quarter inches deep.

The Plaintiff's arm was put in a cast which extended from her armpit to the second knuckles of her left hand. She wore this cast for two weeks at which time it was replaced with a shorter cast which she wore for a further five weeks. She was unable to work while her arm was in a cast and stated that it caused her pain for seven to nine weeks. While she has substantially recovered from her injuries, the Plaintiff continues to have pain in her wrist in damp weather and has a permanent condition of her ring finger described as a "trigger finger". When she twists her wrist, her left ring finger curls inwards until the end is almost touching the palm of her hand. Although there is a medical procedure available for this condition, the Plaintiff's doctor does not recommend it be done. This condition is not improving. The Plaintiff also states that her wrist is weaker now than before the accident.

The Plaintiff lives with her mother who is making a nominal Family Law Act claim for personal care undertaken on behalf of her daughter. This is largely a nuisance claim.

FOR ACTION

8-

REPORT TO: Chairman and Members
Finance Committee

FROM: John Thompson, Secretary
Finance Committee

DATE: 1989 May 18
COMM FILE:
DEPT FILE:

SUBJECT:

Approved Settlement of Claims.

RECOMMENDATION:

That the attached Summary Report containing a listing and amounts of approved Settlement of Claims be received and that a copy be forwarded to City Council for information in accordance with approved policy.

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

See amounts detailed in attached Summary Report.

BACKGROUND:

In order to expedite the Settlement of Claims by outside solicitors and save claim costs due to delays, City Council at its meeting held 1988 July 26, in adopting Section 3 of the TWELFTH Report of the Finance Committee, approved a signing limitation policy authorizing the City Solicitor, Director of Public Works and the Chief Administrative Officer to process and approve Settlement of Claims of up to $10 000. This policy requires that the approved Settlement of Claims be reported to the Finance Committee and City Council for information only.

Attachment

FINANCE COMMITTEE

SUMMARY OF APPROVED SETTLEMENT OF CLAIMS

PLAINTIFF	DEFENDANT	NATURE OF CLAIM	AMOUNT OF SETTLEMENT
Marjorie Walsh	City of Hamilton and Town Manor Hotel	Slip and Fall 1986 February 14	$ 3 153.65
Suk Chang Kim	City of Hamilton	Accident Main Entrance Doors Hamilton City Hall 1988 May 26	$ 750.00
Milena and Rudy Stojadinov	City of Hamilton	Trip and Fall 1985 November 26	$ 10 000.00

E. A. SIMPSON
CITY CLERK

K. E. AVERY
DEPUTY CITY CLERK

CITY HALL
HAMILTON, ONTARIO
L8N 3T4

THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK

1989 July 14

NOTICE OF MEETING

Finance Committee
Tuesday, 1989 July 18
2:00 o'clock p.m.
Room 233, City Hall

John Thompson, Secretary
Finance Committee

JT:mjw

AGENDA

DELEGATIONS

A. 2:00 o'clock p.m. - ALDERMAN BRIAN HINKLEY
BUSINESS TAX RELIEF FOR
QUALIFYING AREAS OF COMMERCIAL STRIPS

B. 2:20 o'clock p.m. - 1989 GRANT APPEAL
THE CANADIAN TRIBUTE TO HUMAN RIGHTS

1. Approval of the Minutes of the Meeting of the Finance Committee held 1989 June 20.

2. BUSINESS ARISING FROM THE MINUTES

Comprehensive Audit Reports

(a) The Department of Community Development

(b) Real Estate and Property Area, Phase I - Property Maintenance Division

NOTE: Comments of the Director of Community Development and the Director of Property enclosed.

Copies of the Comprehensive Audit Reports prepared by Pannell Kerr MacGillivray, Chartered Accountants have already been distributed to the Committee Members.

3. MANAGER OF PURCHASING

(a) Removal of Swimming Pool Tanks and Equipment, Bennetto Pool

(b) Concrete Repair, Bennetto Pool

(c) Installation and Supply of Vinyl Tile - Scott Park Arena

(d) Installation of Heating Equipment to Fire Stations

(e) Supply and Delivery of Hollow Structural Steel Posts, Purchasing Stores

(f) Replacement of Five (5) 96" Heavy Duty Pull Type Rotary Woods Mowers, Units No. 9921, Central Garage

(g) Replacement of One (1) Industrial Diesel Stump Cutter Unit No. 9629, Central Garage

(h) Purchase of Three (3) Pool Filters, Bennetto Pool

(i) Installation and Piping of Pool Equipment - Bennetto Recreation Centre

(j) Demolition of Buildings, 189 Park Row North

5. TREASURER

(a) Employee Computer Literacy Incentive Program (ECLIP)

(b) The Association of Municipalities of Ontario
Contribution of $1 540 to AMO

(c) Hamilton Veteran's Service League and Social Club -
Request for Financial Assistance

(d) Growth Related Capital Financing Study

(e) The Hamilton Harbour Commissioners - Financial Statements

(f) Christian Home Association of Mount Hamilton

(g) Impact of Federal and Provincial Budgets on the City of Hamilton
Estimates (Information Only)

6. CORRESPONDENCE

Cari-Can Festival - 1989 Grant Application

7. APPROVED SETTLEMENT OF CLAIMS

8. NEW BUSINESS

9. ADJOURNMENT

OUTSTANDING ITEMS

FINANCE COMMITTEE

	ITEM	ORIGINAL DATE	ACTION	STATUS
1.	Vehicle Fleet Leasing Proposal	1988 October	Treasurer	Report Pending

CITY COUNCIL
HAMILTON, CANADA

Brian Hinkley
Alderman Ward 3

71 MAIN STREET WEST L8N 3T4 • (416) 526-2730 • RES. (416) 572-7500

July 7, 1989

2:00

Mr. John Thompson, Secretary
Finance Committee

Dear Mr. Thompson:

Re: Business Tax Relief for Qualifying Areas of Commercial Strips

Please arrange to have this matter placed on the July 18th meeting of the Finance Committee for discussion.

Certain sections of commercial strips throughout the City experience a continual high rate of business vacancies. These vacant stores produce no business taxes for the City. After a period of time, vacant stores produce a lower realty tax as well.

Boarded up stores detract from the appearance of the street. There is widespread belief that shoppers are more reluctant to frequent these areas. A disincentive for existing businesses to stay or new businesses to locate often results.

In order to encourage commercial development, re-development and expansion of existing businesses, it may be cost beneficial for the City to examine the feasibility of business tax relief for qualifying areas of the City.

The objective of such a proposal would determine and demonstrate the following:

- The amount of lost revenue to the Corporation due to vacant commercial properties.

- The use of a business tax loss formula to rebate, reduce or otherwise provide relief to qualifying areas as an economic incentive to spur commercial vitality.

- In the event such a proposal appears feasible; to test, monitor and measure its effectiveness over a trial time period.

This proposal is based on certain assumptions. To determine if these assumptions are valid, further examination is required. Should this concept receive the initial support of the Finance Committee, I would request that the appropriate staff be given some direction.

Some issues will need to be researched to determine the cost benefits. The means to implement such a program is required. I would therefore recommend as a first step the following:

1. Detail a realistic example (without naming any street) for illustration purposes of lost revenue on a stretch of street due to business vacancies.

2. Establish a criteria for percentage of tax relief available over a three year period which would demonstrate a payback to the Corporation.

3. Develop a declining sliding scale of tax relief over a period of three years.

4. Suggest methods to implement such a program.

That the City Solicitor, in conjunction with the Director of Planning, be directed to:

1. Examine the Municipal Act and Planning Act to determine if existing legislation allows for such a program, or if Private Legislation is required.

2. Suggest the appropriate course to follow.

Upon receiving this information from our respective City officials, the Committee will be in a position to determine how best to proceed.

I will be prepared to discuss this matter further with the Committee.

Yours truly,

Brian Hinkley

Brian Hinkley
Alderman, Ward 3

cc: Mr. Keith Cody, Chairman, Barton Street B.I.A.
Mr. Ken Rouff, City Solicitor
Mr. Ed Kowalski, Director of Community Development
Mr. Ed Matthews, City Treasurer
Ms. Jackie McNeilly, Co-ordinator, Community Renewal, Community Development

THE CORPORATION OF THE CITY OF HAMILTON
City Hall, 71 Main Street West, Hamilton, Ontario L8N 3T4

2:20

1989 June 6

The Canadian Tribute to Human Rights
Box 510 Station B
Ottawa, Ontario
K1P 5P6

Attention: J. Sadowski

Further to your request for a grant in your letter to Mayor Morrow dated October 18, 1988, the Finance Committee has considered your request. Regretfully they have recommended to take no action on your request.

Consistent with the grant policy you are eligible to appeal this decision by way of a fifteen minute presentation to the Finance Committee. The next scheduled meeting of the Finance Committee is Tuesday, June 20, 1989, at 2:00 p.m. Should you choose to appeal to the next Finance Committee meeting, I would need to know by Wednesday, June 14, 1989. Please contact me at 526-2739 so that I can allocate a time slot for the appeal or clarify any concerns that you may have relative to this decision.

Yours very truly,

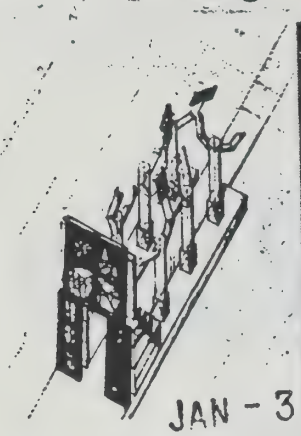
D. Kevin Beattie

D.K. Beattie
Grants Co-Ordinator

DKB:jc

1989 JUNE 20
APPEAL DEFERRED TO NEXT MEETING
SCHEDULED FOR 1989 JULY 18

cc ~~Legislation~~ Committee Finance Commit



THE CANADIAN TRIBUTE TO
HUMAN RIGHTS

LE MONUMENT CANADIEN POUR LES
DROITS DE LA PERSONNE

NOV 8 1988

Box/C.P. 510 - Stn./Succ. B,
Ottawa, Canada K1P 5P6
TEL: (613) 230-2378

JAN - 3 1989

Mayor Robert Morrow
City Hall
71 Main Street West
Hamilton, Ontario
L8N 3T4

October 18, 1988

Dear Mayor Robert Morrow:

I am writing to invite the City Hamilton to participate in the building of the world's first monument to Human Rights.

The Canadian Tribute to Human Rights will be built in the centre of Canada's capital opposite the War Memorial next to the National Arts Centre and the new Court House.

The Canadian Tribute is the result of the work of a group of citizens in Ottawa, Montreal and elsewhere, who share in the conviction that fundamental human rights are the cornerstone for a society of justice and human dignity.

We know that Hamiltonians in general and your administration in particular share in this vision and commitment. The Tribute will remind our leaders, sensitize our visitors and teach our children that Canadians care about Human Rights.

The national competition for the designed of the site was won by Montreal artist Melvin Charney. His prizewinning sculpture will be prominently placed near Parliament Hill on the national ceremonial route. It will create a national meeting place which gives expression to our commitment to Human Rights.

The Tribute is being built with the help of contributions from movements, organizations and institutions committed to Human Rights. Our organization is a community based non-profit organization of people across Canada with charitable status under the Income Tax Act of Canada.

The funding drive for the Construction Fund was launched on April 13th. We are presently raising the $350,000.00 needed for this phase of our project by soliciting donations of cash, services and materials. Preparatory work on the construction has began in September with the unveiling set for December 10th, the 40th anniversary of the United Nations Universal Declaration of Human Rights. The final dedication and unveiling is scheduled for April 1988 in connection with Charter of Rights day.

Two-thirds of the construction costs are being sought as donations of services and materials by construction firms. Roughly one-third (approx. $150,000.00) is being provided by a public subscription campaign. Part of this amount is being provided for the by major organizations which wish to be listed as 'major donors' on a permanent plaque at the site and who are contributing $5,000.00 or more. Among these are thus far the provincial governments of Ontario and Quebec, the Canadian Labour Congress, the Assembly of First Nations, the Canadian Ukrainian Committee, the Jewish Community Council, and the Association Canadienne Francaise de l'Ontario, to name but a few.

We would like Canada's major cities to join in as sponsors of the Tribute. The City of Ottawa has contributed through in kind donations and cash. The Toronto is currently assessing its contribution, and requests are being made to the cities of Winnipeg, Calgary, Edmonton, Vancouver, Halifax, Hamilton.

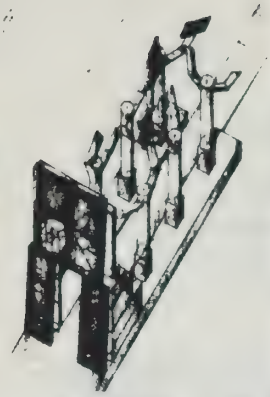
The Canadian Tribute is the first monument in the world dedicated to fundamental human rights and will serve as a national symbol of the need to guarantee and enhance these rights. It is a historic and unique project.

We hope that the City of Hamilton will be able to show support for the Canadian Tribute to Human Rights by formally endorsing our project and participating as a major donor.

With sincere best wishes.

Joe Sadowski

Joe Sadowski
Executive Director



THE CANADIAN TRIBUTE TO
HUMAN RIGHTS

LE MONUMENT CANADIEN POUR LES
DROITS DE LA PERSONNE

Box/C.P. 510 - Stn./Succ. B,
Ottawa, Canada K1P 5P6
TEL: (613) 230-2378

June 7, 1989.

Mayor R. M. Morrow
City of Hamilton
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Mayor Morrow and Members of Council:

In December, 1988, the Canadian Tribute to Human Rights Inc. wrote to request your participation, and that of your council, in the Ottawa-based Canadian Tribute to Human Rights project.

More than 450 major Canadian municipalities were invited to join in efforts to erect the world's first monument to human rights--a tribute to Canada's commitment to human rights and a symbol of the need to promote fundamental rights for everyone, both in Canada and globally. To date we have received generous donations from Dartmouth, Quebec City, Chateauguay, Vaughan, Nepean, Kingston, Sudbury, and Ottawa. Thirty additional cities and towns have also promised support.

Helen Cooper, mayor of the city of Kingston which contributed $500 to the project, believes the Tribute is an important national symbol because "it uplifts us and raises us from our everyday problems and issues; it makes us think and contribute to a much broader vision."

Your participation is vital to the completion of this project. We hope you will join other municipalities by giving a tangible and visible contribution to this symbol of our struggle for justice and equality. A donation of $200 will ensure your community receives recognition for its support. Contributors donating $500 will be acknowledged in the official Ceremonial program. Donors contributing $5,000 or more will have their names inscribed in perpetuity on a permanent bronze plaque located adjacent to the monument.

We would appreciate it if you could send us a copy of any council discussion about the Canadian Tribute to Human Rights; archival material of this nature will be stored at the National Archives of Canada for use in human rights research work and inclusion in public displays.

.../2.

Our vice-president George Wilkes, who recently received an International Humanitarian Award, soon will announce the starting date of construction. Will you join us and our eminent patrons in ensuring the early completion of this project?

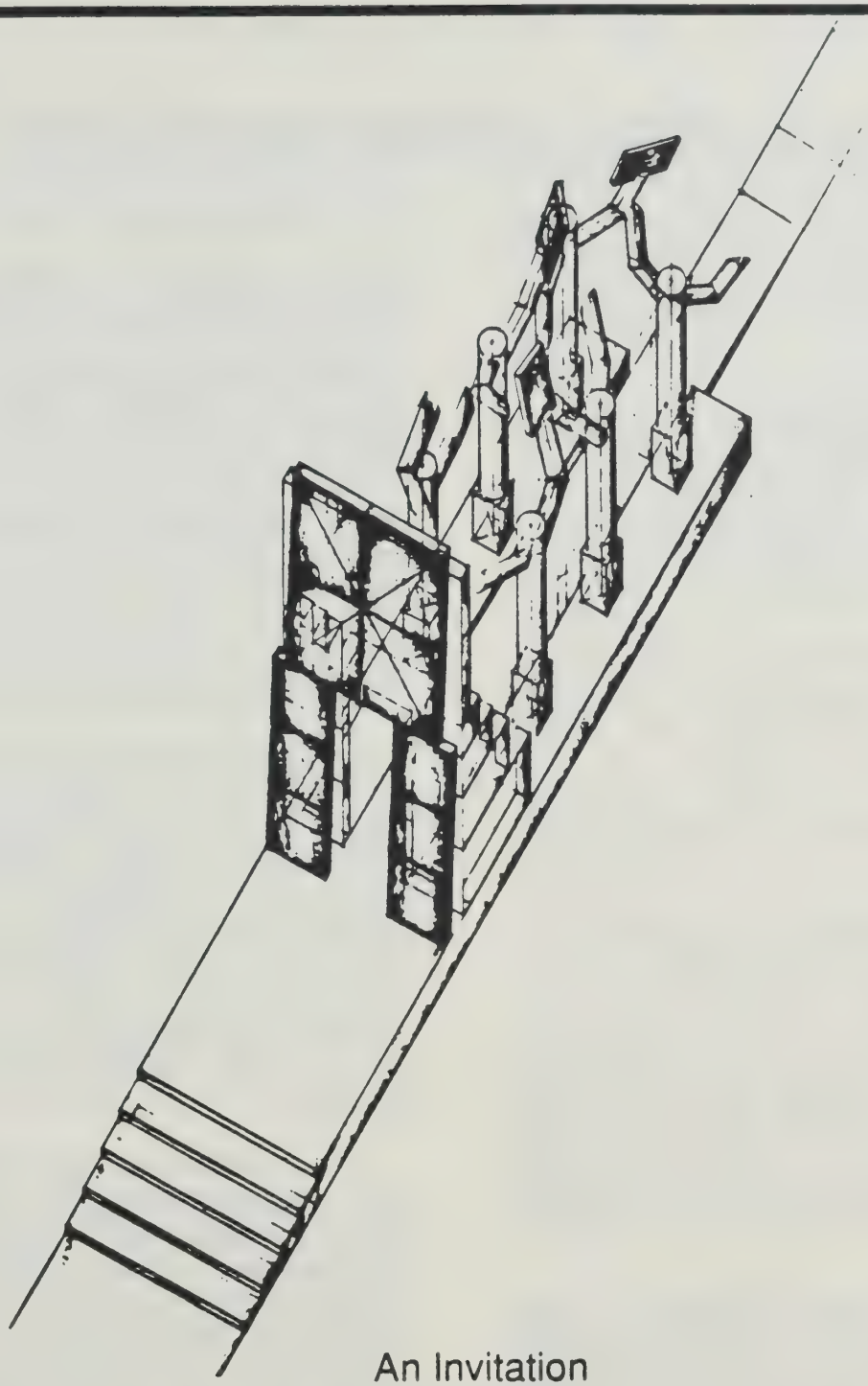
Enclosed is a detailed project description entitled: "Invitation to Join the Canadian Tribute to Human Rights." If you require further information, please contact Mr. Joe Sadowski, executive director, at (613) 230-2378. Your immediate support will help us to realize this project before the end of the year. We eagerly look forward to meeting with you.

Yours faithfully,

Audrey A. Davis (Miss)
Chairman

AAD: cjh/jms

Civil rights leader Martin Luther King once wrote an impassioned essay about the need to see that "human progress never rolls in on the wheels of inevitability. " Human progress comes, he said, through the tireless efforts and persistent work of individual men and women, and without this effort, "time itself becomes an ally of the forces of social stagnation."



An Invitation
to Participate in

The Canadian Tribute to Human Rights

from the Board of Directors of
The Canadian Tribute to Human Rights Inc.

Ottawa, 1989

The Canadian Tribute to Human Rights

Contents **Page**

1. The Tribute: A Vision of Tomorrow

Civil rights leader Martin Luther King, jailed in Alabama for non-violent protest action, wrote a letter in which he urged community leaders to see that "human progress never rolls in on wheels of inevitability."

Human progress comes, he said, through the tireless efforts and persistent work of individual men and women, and without this effort, "time itself becomes an ally of the forces of social stagnation."

Nobel Peace Prize winner and statesman "Mike" Pearson expressed the same concern when he wrote: "We who live in fortunate lands where we have inherited good things, are prone to accept freedom, the most important of these goods things, with an indifference which is the greatest threat to its continuance."

The *Canadian Tribute to Human Rights* is an important example of the kind of citizen action they advocated. Across Canada, rapidly-growing numbers of men and women are working tirelessly towards the realization of a unique symbol of hope and inspiration--the construction of the world's first monument to human rights, erected in a prominent location in Canada's capital.

The story begins in 1983. As news of the Solidarity trade union struggle in Poland spread around the world in 1983, members of the Canadian Polish Congress launched a project for public commemoration of Solidarity's determined and spirited human rights action. By 1984 the project had grown to a vision of a major artistic symbol representing human rights struggles throughout the world.

The Canadian Human Rights *Tribute* will be an indestructible reminder of Article 1 of the United Nations Universal Declaration of Human Rights: *"All human beings are born free and equal in dignity and rights."* It will be a visible expression of our highest aspirations - which Solidarity leader Lech Walesa described so eloquently on accepting the 1983 Nobel Prize for Peace:

> "We cherish the dignity and rights of every human being and every nation. To follow this path means to enhance the moral power of the universal idea of human solidarity."

One by one, group by group, Canadians are hearing about this grassroots project and contributing what they can in time, funds and services.

"Sudburians are committed to the preservation and enhancement of human rights and are pleased to be part of this tribute," wrote Sudbury mayor Peter Wong in a letter enclosing the city's $500 contribution.

Quebec City also sent $500, "pour l'érection d'un monument national rappelant à tous le bonheur de vivre dans un pays démocratique qui a signé la Déclaration universelle des Nations unies sur les droits de la personne."

According to Helen Cooper, mayor of the city of Kingston which contributed $500, the *Tribute* is an important national symbol because "it uplifts us and raises us from our everyday problems and issues; it makes us think and contribute to a much broader vision."

The Kiryat Anavim Plays Theatre Project, in Philipsburg, Que., sent an unsolicited donation from its goodwill fund.

George Wilkes, vice-president and financial officer of the non-profit *Tribute* project, is accustomed to receiving donations of from $2 to $1000 in envelopes postmarked from a variety of places such as Azilda, Ont.; Chateauguay, Que., Yellowknife, N.W.T. and Kitimat, B.C.

A $500 contribution from the Town of Vaughan near Toronto came on the recommendation of the town's Committee on Race and Ethnocultural Relations.

A project "of great national significance." That's how Sharon Carstairs, leader of the Manitoba Liberal party, described the *Canadian Tribute to Human Rights* when she gave her support for the government of Manitoba to donate granite for the *Tribute's* facade and plaque.

Tribute construction began in May, 1989. The unveiling and final dedication will take place in the fall when the *Tribute* joins the Capital Region's roster of nationally-significant monument sites.

The *Tribute's* volunteer board invites each reader to participate in this historic project by making a tax-deductible donation towards the *Tribute's* construction - either on an individual basis or through organizations to which you belong.

Contributions of money, materials and services are welcome. All donors, large and small, will be recorded in the ceremonial program designed for the public dedication, and a copy will be deposited in the National Archives of Canada. In addition, the names of major benefactors (who donate $5,000 or more) will be engraved on a special permanent plaque adjacent to the monument.

The *Canadian Tribute to Human Rights* is financed entirely through a national subscription campaign; we hope all Canadians will have an opportunity to demonstrate their commitment to fundamental rights and freedoms by supporting and contributing to the project.

Please join us now and ensure the *Tribute's* early and successful completion.

2. Project History

The *Canadian Tribute to Human Rights* is a national symbol of our society's commitment to fundamental human rights that are grounded in justice and dignity for every individual.

Many rights have been entrenched in landmark documents such as the Canadian Charter of Rights and Freedoms and the United Nations' Universal Declaration of Human Rights. The *Tribute*, an inspired artistic commemoration of these rights, will serve as a clear reminder of the importance of human rights which are central to many of today's political debates and social struggles.

The granite and concrete creation will teach our children and remind our leaders that human rights belong to each of us, and that they are the cornerstone of our country. It will be a focal point for celebrating Canada's constitutional freedoms and remembering that "until the rights of all are respected, none are secure."

The *Canadian Tribute to Human Rights*, the first national monument built in Ottawa in more than 50 years, is situated at the south end of the Elgin Street portion of the Ceremonial Route. Located in front of the historic Ottawa Teachers' College, it faces the War Memorial at the upper end of Elgin Street near the Parliament Buildings.

When the *Tribute* is completed, Elgin Street will be a symbolic path we can follow to commemorate our war dead before moving on towards the vision of our right to live in dignity and in peace.

Visitors may walk through the *Tribute*; it is also completely accessible to people in wheelchairs by means of a ramp that passes between the *Tribute's* celebratory figures.

The project officially began on Dec. 10, 1983 - International Human Rights Day - when a group of Canadians banded together to create a permanent symbol of the struggles of ordinary women and men for basic dignity and human rights. In the summer of 1984, this group formed the *Canadian Tribute to Human Rights Inc.*, a non-profit, community-based corporation registered as a charitable organization under the Income Tax Act.

The *Tribute* project is run by a board of volunteers and supported by the Rt. Hon. Jeanne Sauve, Governor - General of Canada, 35 other patrons, plus about 200 national, regional and local organizations and companies. Project patrons include citizens with a strong interest in human rights issues. (A list of patrons is attached.) Individuals with a wide range of ethnic and cultural interests are involved in the project.

The Elgin Street site was donated by the Regional Municipality of Ottawa-Carleton in October, 1984. Information about a national design competition, launched the following year, appeared in major Canadian publications; the Canada Council also helped with promotion. A jury - chaired by Andre Fortier, past president of the Social Sciences and Humanities Research Council of Canada and a former director of the Canada Council - was instructed to select the design which most vividly expressed the concept of fundamental human rights.

The jury included Sheila Butler, artist and professor at the University of Winnipeg; Phyllis Lambert, architectural historian and director of the Canadian Centre for Architecture; Suzanne Rivard-LeMoyne, artist and professor at the University of Ottawa; Mary Pratt, artist, St. Mary's Bay, Newfoundland; Larry Richards, architect and director of the School of Architecture, University of Waterloo; Jack Shadbolt, artist and teacher at the Vancouver School of Art; and Pierre Théberge, curator and director of the Montreal Museum of Fine Arts.

By October 1985, 129 entrants from eight provinces and one territory had registered in the two-stage competition. In February 1986, the jury selected 10 finalists, including:

- *Baird/Sampson*, architects, Toronto
- *Melvin Charney*, artist/architect, Montreal
- *Stephen Cruise*, artist, Willowdale
- *Max Dean and Associates*, artists/designers, Ottawa, Winnipeg and Vancouver
- *Michel Goulet*, artist, Montreal
- *Jamelie Hassan*, artist, London
- *Al McWilliams*, artist, Vancouver
- *Judith Schwartz*, artist, Toronto
- *Claude Toussignant*, artist, Montreal
- *Irene Whittome*, artist, Montreal

In March 1986, each finalist received a $5,000 honorarium to complete a proposed design with a scale model maquette by August 31st.

In September 1986, the jury unanimously chose the design by Melvin Charney, who was awarded the $10,000 prize. The decision was announced at a presentation of the design and scale model in the National Gallery of Canada on September 29. In the days that followed, there were public presentations at the Art Gallery of Ontario (in Toronto) and the Museum of Fine Arts (in Montreal). Later the design received the unanimous approval of the Council of the Regional Municipality of Ottawa-Carleton, which had donated the land for the Tribute.

Widespread public participation has been an essential goal since 1987.

On April 13, 1988, the Construction Fund Drive of the *Tribute* was launched with a ceremony and reception on Parliament Hill. Representatives from all three federal political parties expressed their commitment to a strengthening of fundamental human rights and stressed the significance of the *Tribute* in achieving this objective. Representatives of the Japanese Canadian community, aboriginal peoples, disabled and South African solidarity groups underlined the need for a national symbol. Major donors presented the first contributions to the construction fund.

On September 1, 1988, the *Tribute* opened a Display Centre on the corner of Elgin and Sparks Streets only a few hundred metres from the eventual site of the *Tribute*. At the ribbon-cutting ceremony, representatives from all levels of government and a wide range of national and community organizations

emphasized that the *Tribute* will create a new rallying point and national symbol for efforts to create a more just and humane society.

A November, 1988 ground-breaking ceremony at Lisgar and Elgin Streets was following by a Dec. 10, 1988 event to commemorate the 40th anniversary of the United Nations' Universal Declaration of Human Rights.

3. The *Tribute* and its Sculptor

Melvin Charney is a well-known and internationally respected artist and architect. He received world attention for his design of the Canadian Pavilion at Osaka Expo '70. He has created numerous major works and exhibited extensively in Canada, the United States and Europe.

Charney's design invites passersby to leave busy and formal centretown streets and enter an unusual space of archetypal symbols. The *Tribute* has its own internal "ceremonial route", as described by the sculptor: "The path leads from the sidewalk on Elgin Street to a rise of stairs to a plinth (platform) set above the snow line, a plinth upon which one also can simply sit. The path leads through an archway of polished, rose granite bearing a dedication to human rights."[1]

Charney explains further:
"This dedication rises above the archway as the tables of a covenant, for human rights are, after all, willed into being as a Declaration and as the Constitution of a society. The path continues into a tribunal, the tribunal where covenants are declared, legislated, defended, defined and refined. It then passes through a row of columns which evoke their anthropomorphic and 'natural' origins, suggesting tree-like figures of people who stand together affirming a unity of purpose, some of the figures having plaques of polished, rose granite in their hands, each plaque inscribed with a key word taken from the Universal Declaration, as if the plaques were taken off the facade and paraded into the street - shades of the ongoing struggle for human rights, and a celebratory and joyous pageant dedicated to its proclamation. Finally, a ramp leads down (or up for the disabled) to the sidewalk on Lisgar Street."

The *Tribute* is a multi-faceted sculpture which works both as space and object. The *Tribute* is made to function both as a structure to be looked at - an object of contemplation - and as a structure which can be entered and passed through.

Set on an axis with the National War Memorial, the Tribute is intended to juxtapose a symbol of human rights (and the peaceful coexistence of people) with a monument dedicated to those who died in wars. The archway and cluster of war-bent figures of the Memorial are reinterpreted by the Tribute. "Its two

---

[1] The inscription above the granite archway in Canada's official languages is taken from Art.1 of the Universal Declaration of Human Rights: *"All human beings are born free and equal in dignity and rights."* The inscription will appear on the inner walls beyond the archway in Braille and in Cree, Ojibway, Dene and Inuktitut - Languages of Canada's First peoples.

rows of figures are set free from the burden of conflict," explains Charney. "They stand tall as individuals, aspiring to have a place among equals, united along a processional route."

The arch and figures of the War Memorial serve as a reference point for Charney's new sculpture. The *Canadian Tribute to Human Rights* creates an aesthetic and ideological tension between two very different structures, uniting them on both a physical and emotional level. Since the *Tribute* calls people to walk through and stay inside its space, it is a natural magnet, inviting participation and involvement.

The jury which selected the Tribute design commended Charney for his rich use of symbols conveying many levels of meaning; the jury was also impressed by the dignity and permanence of the design, and its integration with buildings adjacent to the site.

The plinth on which the archway rests measures nearly one metre in height, 5.6 metres in width and almost 50 metres in length. The archway will rise nearly nine metres. Anthropomorphic columnar figures will be more than five metres in height; the raised arms holding polished granite tablets will extend an additional three metres.

4. Reviews

With the work of Mel Charney we are not dealing with a traditional passive sculptural statement. What makes this work so unusual in terms of public works of art is its ability to solicit and capture the active participation of people, whether passer-by or deliberate viewer. ...The *Canadian Tribute to Human Rights* brilliantly and effectively evokes notions of engagement, passage, processing, communication, celebration, covenant. It is an exceptional and ideal statement on the theme of human rights.

Artist Leslie Reid
Professor, University of Ottawa

****

This monument is a brilliant solution... it will become one of the most important sculptures that is done in Canada in the '80s.

Architect Raymond Moriyama
Toronto

****

The *Tribute* is a symbol, a reminder to Canadians of the many struggles for human rights around the world - struggles to affirm the dignity and worth of all men, women and children. Canadians on many occasions have shown their commitment to work towards the achievement of fundamental human rights for all. Now the *Tribute* will remind us of that commitment and will keep us ever mindful of the situations in the world where people are still having to struggle for these rights.

Anne Mitchell, Executive Director
International Defence and
Aid Fund for Southern Africa,
Ottawa

****

The erection of this monument will be a major event in the history of art.

Phyllis Lambert
Director, Canadian Centre
for Architecture, Montreal

Now if you look closely at our monument to the dead of World War I, you'll see that what Charney has done: he has in fact incorporated into his work on human rights all the elements which make up the war monument - so there is the archway, and you have human figures passing under the archway. But he's done it differently, he's taken these elements apart, he's reorganized them, he's given them new shapes, new functions and he's transformed a monument to death into a monument to life. And he has set these two poles off against each other at each end of Elgin Street. And I think that is perhaps the most brilliant idea of all.

Arts commentator Alvina Ruprecht
CBO Morning, Ottawa

****

This is a truly historic undertaking. It offers an affirmation of human dignity and equality for Canada as a nation. It offers a legacy for our children so that they can understand our commitment to these values. And it offers visitors to our national capital a concrete image of the guiding beliefs that we Canadians hold to be important. The message of this new monument will, I hope, speak less of sacrifice and more of hope, of lighting candles instead of cursing darkness. Indeed, it will stand as a symbol of hope - hope for peaceful coexistence in a civilized world, a world where all human beings are accorded exactly the same fundamental human rights.

MP David Kilgour
Edmonton Southeast

****

The promotion of human rights is one of the fundamental objectives of Canadian foreign policy, and I take personal interest in any initiatives designed to demonstrate Canada's strong and underlying commitment to the struggle for greater human dignity. I was therefore especially impressed by your project and the ambitious scope of its design. I am aware of the breadth of support which the *Tribute* now enjoys, and I can certainly add my personal endorsement to your campaign to see the *Tribute* through the final construction phase.

MP Joe Clark,
Secretary of State for External Affairs.

****

For your marvellous, Timely, exciting and shining *Tribute*, best wishes for great support.

C.M. Wright; Ottawa

****

In an era when human rights issues stand at the centre of many social and political debates in Canada, and are behind many conflicts around the world, the *Tribute* is a timely reminder that Canadians are deeply concerned about, and committed to, a vision of social justice based on respect for human rights.

Shirley G.E. Carr
President, Canadian Labour Congress

****

The size of my contribution bears no relation to my respect for the cause.

D.L. Bishop; Ottawa

****

The Canadian Tribute to Human Rights will be a symbol of our hope for a much better tomorrow.

MP Beryl Gaffney; Nepean

****

This monument will serve as an inspiration and as a reminder of our ongoing commitment to equality.

Constantine Passaris, Chairperson
New Brunswick Human Rights Commission

5. Major Donors

Governmental

Government of Canada
Government of Alberta
Government of Manitoba
Government of Ontario
Government of Quebec
National Capital Commission
Regional Municipality of Ottawa-Carleton
City of Nepean
City of Ottawa

Noncorporate

Amnesty International (Canada)
Assembly of First Nations
Association canadienne française de l'Ontario
Canadian Association of Social Workers
Canadian Association of University Teachers
Canadian Cooperatives and Credit Unions
Canadian German Congress
Canadian Jewish Congress
Canadian Labour Congress
Canadian Polish Congress
Canadian Rights and Liberties Federation
Canadian Teachers' Federation
Equality for Gays and Lesbians Everywhere - EGALE
Jewish Community Council of Ottawa
National Association of Japanese Canadians
Slovak-Canadian National Council
The Samuel and Saidye Bronfman Family Foundation
Ukrainian Canadian Committee

Corporate

Brikon Masonry Inc.
CDS Rental Services Ltd.
Colautti Northern Developments Ltd.
Lavalin Inc.

6. Endorsing Organizations

Air Canada
Alliance of German Speaking Organizations - Ottawa
Amalgamated Clothing and Textile Workers Union - Canadian Section
Amnesty International (Canada)
Assembly of First Nations
Association of Concerned Guyanese

Association canadienne française de l'Ontario
Association des enseignants et enseignantes franco-ontariens
British Columbia Civil Liberties Association
British Columbia Federation of Labour
British Columbia Teachers' Federation
Brotherhood of Railway-Airline and Steamship Clerks (Canadian Division)

Canadian Artists Representation
Canadian Association of Social Workers
Canadian Association of University Teachers
Canadian Bar Association
Canadian Conference of the Arts
Canadian Commission for Unesco
Canadian Conference of Catholic Bishops
Canadian Congress for Learning Opportunities for Women
Canadian Council of Christians and Jews

Canadian Council of Churches Consultative Committee on Human Rights
Canadian Council on Social Development
Canadian Ethnocultural Council
Canadian Federation of Vietnamese Associations
Canadian Hispanic Congress
Canadian Human Rights Foundation
Canadian Jewish Congress
Canadian Labour Congress
Canadian National Institute for the Blind
Canadian Polish Congress
Canadian Research Institute for the Advancement of Women
Canadian Rights and Liberties Federation
Canadian Slovak League
Canadian Teachers' Federation
Canadian Union of Public Employees
Canadian Union of Postal Workers
Carleton University Academic Staff Association
Chinese Canadian National Council
Coalition of Provincial Organizations of the Handicapped
Coalition for Lesbian and Gay Rights in Ontario
Cobourg & District Labour Council
Committee for Social Responsibility, Unitarian Church of Ottawa
Committee of Chilean Women
Confederation of National Trade Unions
Conseil du travail de St-Jean et District
Council for the Arts in Ottawa
Czechoslovak National Association of Canada
Dignity Montreal / Dignité
EGALE: Equality for Gays and Lesbians Everywhere
Estonian Central Council in Canada
Federation of Sikh Societies of Canada
Fédération des caisses populaires de l'Ontario
Federation of Canadian Municipalities
Federation of Women Teachers' Associations of Ontario
La Fédération des Francophones Hors Québec Inc.
Federation of Sikh Societies of Canada
Focus on Black Women
Fort Frances and District Labour Council
German Canadian Congress
Guelph District Labour Council
Hamilton Can Workers' Union: Local 354
Human Rights Institute of Canada
Icam Technologies Corp.
Inter-Church Committee on Human Rights in Latin America
International Commission of Jurists (Canadian Section)
International Defence and Aid Fund for Southern Africa
Inuit Tapirisat of Canada
Jesuit Centre for Social Faith and Justice
Jewish Community Council of Ottawa
Justice Now
Kenora-Keewatin District Labour Council
Kingston and District Labour Council
Kitchener-Waterloo & District Labour Council
Kitimat-Terrace & District Labour Council
Knights of Columbus
Latvian National Federation in Canada
Lavalin Inc.
League for Human Rights of B'nai Brith Canada
Letter Carriers Union of Canada
Manitoba Federation of Labour
Merck-Frosst Canada Ltd.
Metis National Council
Moncton & District Labour Council
Muslim Community of Quebec
National Action Committee on the Status of Women
National Association of Canadians of Origin in India
National Automobile, Aerospace and Agricultural Workers Union of Canada
National Brewery Workers Union
National Association of Japanese Canadians

National Capital Commission
National Congress of Italian Canadians
National Union of Provincial Government Employees
Native Council of Canada
New Brunswick Federation of Labour
Newfoundland Teachers' Association
Nova Scotia Federation of Labour
Oakville District Labour Council
Ontario Advisory Council on Multiculturalism and Citizenship
Ontario Federation of Labour
Ontario Secondary School Teachers' Federation
Ontario Teachers' Federation
Ottawa and District Labour Council
Ottawa-Carleton Board of Trade
Ottawa Central America Solidarity Committee
Ottawa City Council
Ottawa Council for Low Income Support Services
Ottawa Estonian Society
Oxford Regional Labour Council
Public Service Alliance of Canada
Regional Municipality of Ottawa-Carleton
Renfrew and District Labour Council
St. Catharines & District Labour Council
Service Employees International Union
Simcoe & District Labour Council
Slovak-Canadian National Council
Solidarity and Human Rights Association Inc.
The Ottawa Advocates for Psychiatric Patients
The Spiritual Assembly of the Baha'is of Gloucester
Sunshine Coast Labour Council
Support Services for Torture Victims
Ukrainian Canadian Committee
United Food & Allied Workers International Union
United Nations Association in Canada
United Steelworkers of Canada
Vancouver and District Labour Council
Voice of Women
Windsor & District Labour Council
Winnipeg Labour Council
Women's Legal Education and Action Fund: LEAF
World Federalists of Canada

JOIN US FOR THE 1989 FALL DEDICATION!!

7. Patrons

David Ahenakew, C.M.; Shell Lake, SK
former Chief of The Assembly of First Nations
Doris H. Anderson, O.C.: Toronto, ON
journalist and advocate of women's rights
Hon. Thomas R. Berger; Vancouver, BC
barrister, consultant on native peoples' affairs
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journalist and human rights advocate
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L'hon. Jean Chrétien, C.P.; Ottawa, ON
barrister
Adrienne Clarkson; Toronto, ON
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former Chief Justice, Superior Court of Quebec
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former Chief Commissioner, Canadian Human Rights Commission
d'Iberville Fortier; Ottawa, ON
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Very Rev. Lois M. Wilson, O.C.; Toronto, ON
director, Ecumenical Forum of Canada
Maxwell F. Yalden, O.C.; Ottawa, ON
Chief Commissioner, Canadian Human Rights Commission
Hon. Paul Yuzyk; deceased
senator and human rights advocate

8. Board of Directors, Officers and Staff of the Canadian Tribute to Human Rights Inc.

Hania M. Fedorowicz, president
George Wilkes, vice-president, acting secretary
Peter A. Bruck
Audrey Davis
Pierre de Blois
Lawrence Greenspon
Les McAfee
Roger Saulnier

Janusz Boruk, treasurer

Joe Sadowski, executive director
Carroll Holland, media coordinator

9 Project Budget and Expenditures

As of May, 1989
In Dollars

	Revised Budget May 1989	%	*Expenditures*
Design Competition			
Jury and Finalists			
Honoraria and fees	64,250		61,500
Travel and accommodation	15,200		13,300
Prize	10,000		10,000
Administration			
Information, space rental, general expenses	17,450		19,410
Subtotal	106,900	16	104,210
Fundraising and Public Relations	63,260	8	30,760
Tribute			
Site Preparation	6,264		1,630
Contract for construction and installation	301,410		12,284
Long-term care fund	50,000		
Subtotal	357,674	56	13,914
Administration			
Professional fees, office operation, staff contracts	89,166	11	55,698
Contingency	43,000	9	19,660*
Total	660,000	100%	224,242

* Financial expenses.

10 Fundraising Receipts and Objectives

As of May, 1989
In Dollars

Sector	Objective	Receipts Cash	Receipts Pledges Cash	Receipts Pledges Kind	Receipts Total	Planned Fundraising Cash & Kind	Total Receipts and Planned Fundraising
Professional organizations	20,000	1,192	4,745	--	5,935	14,100	20,037
Ethnic assocs & other orgs.	70,000	41,464	16,200	---	57,664	15,000	72,664
Religious organizations	10,000	500	–	---	500	9,500	10,000
Unions	20,000	9,665	---	---	9,665	10,000	19,665
Corporations Foundations	150,000	8,615	900	25,000	34,515	152,000	186,515
Women's groups	10,000	179	---	---	179	9,800	9,979
Francophone assocs. outside Quebec	10,000	6,303	---	---	6,303	4,000	10,303
Fed., Prov., Terr., & Municipal gov't sources	225,000	101,505	40,000	9,000	150,505	95,000	245,505
Education sector	10,000	4,151	5,875	---	10,026	---	10,026
Gen. public, spcl. events, other sources	135,000	25,402	150	---	25,552	59,600	85,152
TOTALS	660,000	198,976	67,870	34,000	300,846	369,000*	669,846

* The objectives are $147,000 in services and materials and $222,900 in cash donations.

The Canadian Tribute to Human Rights

Construction Site and Office
NE Corner of Elgin and Lisgar Streets, Ottawa, ON
(613) 230-2378

Mailing Address
Box 510, Station "B"
Ottawa, ON K1P 5P6

Ottawa, ON
June, 1989

This document is available in French.

GENERAL MEETING SLATED FOR JUNE 8

The annual general meeting of the Canadian Tribute to Human Rights Inc. will be held June 8, 1989 from 7:30 p.m. to 10 p.m. in the lounge of St. Pierre Community Centre, 353 Friel St., in Sandy Hill.

Every Child and "*E*" — two award-winning, animated films produced by the National Film Board — will precede the business portion of the meeting.

Every Child is a six-minute production illustrating one of the 10 Principles of the Declaration of the Rights of the Child — namely that every child is entitled to a name and a nationality. Then once upon a time (in the six-minute film "*E*") a king comes upon his subjects gathered around to admire a new monument. This is the start of a tale where the people don't live happily ever after.

Brief financial, fund-raising, construction and dedication ceremony reports will be followed by a question period and the election of directors. Refreshments will be served.

Governor-General backs Tribute

The Rt. Hon. Jeanne Sauve, Governor-General of Canada, has graciously agreed to be a patron of the Canadian Tribute to Human Rights.

The Tribute — a reminder of why it is so important

The following text is taken from a speech delivered in Ottawa in 1985 by the Secretary General of the United Nations.

By Javier Perez de Cuellar

One of the main concerns of our society today is the existing situation with respect to human rights.

Paradoxically, at a time when the United Nations, after tremendous efforts, has succeeded in giving the provisions guaranteeing the protection of human rights force of law, internationally those very rights are still being violated on a wide scale.

Such instruments as the Universal Declaration of Human Rights and related covenants prescribe those standards against which the international community may judge the behaviour of a State in that context.

Various procedures have been established to make it easier for the States to adhere to those standards. Unfortunately, many regions of the world still violate them.

In my opinion, countries such as Canada can contribute to strengthen the means available to the United Nations to allay the great sufferings caused by the denial of human rights and dignity.

the canadian TRIBUTE to
HUMAN RIGHTS
le MONUMENT canadien pour les
DROITS de la PERSONNE

George receives the international Humanitarian Award from David Eccleston

Our George wins major award

"Monumental work has earned an Ottawa man an international humanitarian award," reported the May 8, 1989 edition of the Ottawa Citizen.

That Ottawa/Hull man is none other than Tribute vice-president George Wilkes, who received the Humanitarian Award from the international Rosicrucian Order.

"Somewhere in the milling throngs about you walks a person of exceptional character.....this person's

cont'd on page 2

Watching the Tribute spring to life

Tulips aren't the only things of beauty about Ottawa these days. The back hoe and other pieces of heavy equipment at the corner of Lisgar and Elgin Streets are a wonderful sign that the Tribute is now under construction.

You're welcome to watch the work progress under the watchful eyes of David Corbin (left) and Dennis Colautti, vice-president and president, respectively, of Colautti Northern Development Ltd. Please remember though: safety regulations require spectators to stay behind the steel-mesh gates.

Colautti Northern Development Ltd. is the general contractor and a major contributor to the project. Here's the initial work schedule: a hole two metres deep by about 50 metres in length is excavated; wooden forms are erected for the reinforcing steel, then concrete is poured; the superstructure and columnar figures are constructed in the same fashion.

Audrey marks the spot
Audrey Davis, the new chairperson of the Board of Directors, might have been the last person photographed on this piece of land at the corner of Lisgar and Elgin Streets. Construction work for the Tribute began here in May

Audrey's got the gavel

The new chairperson of the Canadian Tribute to Human Rights Inc. is no stranger to volunteer work.

Audrey Davis' community work begins when her regular workdays end at the federal Department of Communications — and she wouldn't have it any other way.

In addition to wielding the gavel at Tribute meetings, Audrey is treasurer of the National Capital Alliance on Race Relations, chairperson of the Alliance's media committee, president of the St. Vincent and Grenadines Association of Ottawa and vice-president of the Media Resource Advisory Group, which advises community groups. She also heads a fund-raising committee for the Canadian Organization for Development through Education (CODE).

Audrey was born and raised in St. Vincent and the Grenadines. She is an ardent promoter of the Tribute which "will serve as a reminder that all are equal and that we all should be treated equally."

Mention upcoming events connected with the fall unveiling of the plaque, and Audrey's eyes twinkle with barely-suppressed excitement. All she'll say for now, however, is that she's looking forward to a "surprise fund-raiser in the fall which will draw a significant number of people and attract considerable attention to the Tribute."

Audrey, who has been on the Tribute's Board since 1984, replaced chairperson Hania Fedorowicz, the president, in November 1988; Hania is living in Austria at present.

Nation-wide assistance

Support keeps growing

The weightiest matter in Tribute-building business these days is the transportation of 6.6 cubic metres of Royal Canadian rose granite from the Seven Sisters Quarry, on the Winnipeg River to the east of Winnipeg.

The granite, a contribution from the province of Manitoba, was selected for its strong, deep colour and the character of its mineral composition. It also resists water absorption and staining.

The monument-grade granite will travel by flatbed truck to Quebec for cutting and polishing at a processing plant. A granite facade will be attached to the Tribute's archway with stainless steel hangers. Three plaques made of the same granite will be attached to columnar figures with stainless steel bolts.

Some 12 cubic metres of Stanstead grey granite from the Eastern Townships will be used for the base and steps of the Tribute.

"Great significance"

A project "of great national significance." That's how Sharon Carstairs, leader of the Manitoba Liberal party, described the Canadian Tribute to Human Rights when she gave her support for the government of Manitoba to donate granite for the Tribute's facade and plaques.

We'd like to share with you some of the other wonderful support the Tribute has recently received.

"Sudburians are committed to the preservation and enhancement of human rights and are pleased to be part of this tribute," wrote Sudbury mayor Peter Wong in a letter enclosing $500.

Quebec City also sent $500, "pour l'érection d'un monument national rappelant à tous le bonheur de vivre dans un pays démocratique qui a signé la Declaration universelle des Nations unies sur les droits de la personne."

According to Helen Cooper, mayor of the city of Kingston which contributed $500, the Tribute is an important national symbol because "it uplifts us and raises us from our everyday problems and issues; it makes us think and contribute to a much broader vision."

The Kiryat Anavim Plays Theatre Project, in Philipsburg, Que., sent an unsolicited donation from its goodwill fund.

A $500 contribution from the Town of Vaughan near Toronto came on the recommendation of the town's Committee on Race and Ethno- cultural Relations.

George Wilkes, our vice-president and financial officer, is accustomed to receiving donations of from $2 to $1000 in envelopes postmarked from a variety of places such as Azilda, Ont.; Chateauguay, Que., Yellowknife, N.W.T. and Kitimat, B.C.

Office Staff

There are two staff members now at the Tribute's trailer office near the site of the monument.

Joe Sadowski is in charge of fund raising.

Carroll Holland is handling public relations.

Our phone number is:
230-2378

Our address is:
Box/C.P. 510 - Stn./Succ. B
Ottawa, Ont.
K1P 5P6

George wins

cont'd from page 1

words and deeds reflect a plane of consciousness that extends beyond the small world of self. This person is an humanitarian — the hope of the world," said Frater David Eccleston in presenting the award to George at a May 6 ceremony at the Novotel Hotel, in Ottawa. A banquet in George's honour followed.

Eccleston, who lives in London, is the Rosicrucian Order's Eastern Ontario Grand Councillor. The Rosicrucian Order is a non-sectarian, philosophical order. Only three other Humanitarian Awards have been presented in the Ottawa area in the last 16 years.

In accepting the award, George said he felt like the sun-drenched tip of a great pyramid. "Without that great base involving so many wonderful, worthy people and their energies, you know — and I know — we could not begin to accomplish so many of our dreams, our aspirations for our community."

Tuesday, 1989 June 20
2:00 o'clock p.m.
Room 233, City Hall

The Finance Committee met.

There were present: Alderman Wm. M. McCulloch, Chairman
Mayor R. M. Morrow
Alderman T. Cooke
Alderman G. Copps
Alderman F. Lombardo
Alderman J. Smith
Alderman J. Gallagher
Alderman T. Murray

Absent with Regrets: Alderman D. Drury, City Business

Also present: Alderman M. Kiss (Part of Meeting)
Alderman B. Hinkley (Part of Meeting)
Alderman D. Agostino (Part of Meeting)
Alderman T. Jackson (Part of Meeting)
Alderman H. Merling (Part of Meeting)
Alderman D. Ross (Part of Meeting)
Mr. L. Sage, Chief Administrative Officer
Mr. E. C. Matthews, Treasurer
Mr. R. I. Hammel, Manager of Budgets
Mr. D. Carson, Executive Assistant to the Mayor
Mr. J. Johnston, Acting Commissioner, Human Resources
Mr. Mike Collyer, Pannell Kerr MacGillivray
Chartered Accountants
John Thompson, Secretary

1. MINUTES

Approval of the Minutes of the Meeting held 1989 May 23

The minutes of the last regular meeting of the Finance Committee held 1989 May 23 were received and adopted as circulated to the Members.

2. REPORT PREPARED BY ALDERMAN GALLAGHER RE OPERATIONAL REVIEW/AUDIT OF "ALL DEPARTMENTS"

Report Prepared by Alderman Gallagher Regarding Operational Review/Audit of "All Departments"

It was duly moved, seconded and carried that the report prepared by Alderman J. Gallagher recommending that the City of Hamilton conduct an Operational Review/Audit of "All Departments" which was tabled at the last regular meeting of the Finance Committee held 1989 May 23, be lifted from the table for consideration and recommendation.

Alderman Gallagher presented a report in addition to the original report distributed to the Committee on 1989 May 23 requesting that it be considered and discussed in conjunction with his original report. He proceeded to explain that the new document does not contain any new information over and above the original report but documents what he intended to say to the Committee when he presented his original report on 1989 May 23. Alderman Gallagher's additional report contained the following recommendation:

That the City of Hamilton conduct an Operational Review/Audit of "All Departments" utilizing the following terms of reference:

(a) That the review/audits be financial, operational and legal;

(b) That all Departments be reviewed/audited as soon as possible;

(c) That the Auditor's report to the Public via a presentation to the whole Council on dates to be arranged as necessary;

(d) That the Auditor's report be without any review or editing" of the document "at any stage of its development", by City Staff;

Report of Alderman Gallagher Regarding Operational Review/Audit of "All Departments"

(e) That the current comprehensive audits, now being conducted, be incorporated into this strategy;

(f) When the "full-scale" operational review/audit of all Departments has been completed and reported to Council, that an ongoing programme of operational reviews/audits be conducted on an annual basis. This should include a minium of three departments per year and be financial, operational and legal in nature;

(g) That the Treasurer estimate the cost of this programme and recommend the method of financing.

The Committee concurred with the comments of Alderman McCulloch that all matters outlined in Alderman Gallagher's report dealing with absenteeism should be referred to the Personnel Committee for consideration.

The Secretary distributed copies of a report prepared by Mr. E. C. Matthews, Treasurer dated 1989 June 20 containing comments on Alderman Gallagher's report.

Following considerable discussion, it was moved by Alderman Gallagher, seconded by Alderman Copps that the above recommendation as outlined in Alderman Gallagher's report dated 1989 June 20, be approved.

Motion lost on a recorded vote.

In Favour Alderman Gallagher, Copps, Lombardo

Opposed Alderman McCulloch, Cooke, Smith, Murray

Manager of Purchasing Approval of Various Purchase Orders

3. MANAGER OF PURCHASING

As outlined in various reports of the Manager of Purchasing, the Committee agreed to submit the following recommendations to City Council for approval:

(a) That a purchase order be issued to Equipment Centre, Stoney Creek, in the amount of $13 240.80 for the replacement of one (1) concrete saw, unit no. 9917, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of three (3) tenders received. Funds provided in Reserve for Replacement for Mobile Equipment Account No. RF55006 25201.

(b) That a purchase order be issued to Eastgate Ford Sales & Service, Hamilton, in the amount of $276 764.04 for the replacement of three (3) sander trucks with plows, units nos. 9205, 9212, 9227 and the purchase of one (1) new unit, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of two (2) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account No. RF55006 25201 (3) and Account No. CF5503 608951002 (1).

(c) That a purchase be issued to Altruck Transportation Services, Hamilton, in the amount of $58 865 for the replacement of one (1) chassis with lugger body mounted, unit 9040, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of two (2) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account No. RF55006 25201.

Manager of Purchasing Approval of Various Purchase Orders

(d) That a purchase order be issued to Vermeer Sales & Service, Mississauga in the amount of $70 891.20 for the replacement of two (2) brush chippers units nos. 9620/9626 and the purchase of one (1) new brush chipper, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest acceptable of three (3) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account No. RF55006 25201 (2) and Parks Maintenance Operating Equipment Account No. CH58005 62102 (1).

(e) That a purchase order be issued to Bryan's Farm & Industrial, Puslinch in the amount of $55 512 for the replacement of two (2) integral wheel loader backhoes nos. 9050, 9051, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of three (3) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account No. RF55006 25201.

(f) That a purchase order be issued to G. C. Duke Equipment, Burlington, in the amount of $26 892 for the replacement of three (3) national triplex mowers, units no. 9850, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Only tender received. Funds provided in Reserve for Replacement of Mobile Equipment Account No. RF55006 25201.

As this equipment is required immediately for the grass cutting season, and the next meeting of City Council is not until June 27, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

(g) That a purchase order be issued to Carter G. M. Trucks, Hamilton, in the amount of $19 350.91 for the replacement of one (1) 3/4 ton van, unit no. 9347, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Only tender received. Funds provided in Reserve for Replacement of Mobile Equipment Account No. RF55003 25201.

As this van is a 1989 in-stock vehicle required for immediate delivery, and the next meeting of City Council is June 27, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

Manager of Purchasing Approval of Various Purchase Orders

(h) That a purchase order be issued to Milton Equipment, Division of Phelpco Inc., Milton, in the amount of $16 191.36 for the replacement of one (1) compact tractor unit no. 9506, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of five (5) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account No. RF55006 25201.

As this tractor is required as soon as possible and the next meeting of City Council is June 27, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

(i) That a purchase order be issued to Crossroads Equipment, Jerseyville, in the amount of $38 140.22 for the replacement of two (2) turf tractors units nos. 9477, 9475 Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of four (4) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account No. RF55006 25201.

As these tractors are required as soon as possible and the next meeting of City Council is June 27, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

(j) That a purchase order be issued to G. C. Duke Equipment, Burlington, in the amount of $58 131 for the replacement of three (3) front mount mowers, units no. 9920 and the purchase of two (2) new mowers, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of four (4) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account No. RF55006 25201 (3), and Parks Maintenance Operating Equipment Account No. CH58005 62101 (2).

As this equipment is required immediately for the grass cutting season, and the next meeting of City Council is not until June 27, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

Manager of Purchasing - Approval of Various Purchase Orders

(k) That a purchase order be issued to G. C. Duke Equipment Ltd., Burlington, in the amount of $66 582 plus provincial sales tax extra at 8% for the replacement of six (6) front mount mowers, for Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of eight (8) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account No. RF55006 25201.

As this recommendation was received after the Committee meeting 1989 May 23, and as this equipment is required as soon as possible, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

Financing of "Signing" Council Meetings Shown on Cable 14

4. FINANCING OF "SIGNING" COUNCIL MEETINGS SHOWN ON CABLE 14

As outlined in a report of the Treasurer dated 1989 June 09, the Committee agreed to submit the following recommendation to City Council for approval.

That the $2 100 required for the City's share of "signing" for the hearing impaired of Council meeting shown on Cable 14, as approved by City Council 1989 May 30, be charged to the Unclassified Expenditure Account.

Funding of Dufferin Settlement Regarding Gore Park

5. FUNDING OF DUFFERIN SETTLEMENT REGARDING GORE PARK

As outlined in a report of the Treasurer dated 1989 June 15, the Committee agreed to submit the following recommendation to City Council for approval.

That the settlement of $190 000 to Dufferin Construction relating to the Gore Park project, as approved by City Council 1989 May 30, in adopting Section 8 of the Eleventh Report of the Co-ordinating Committee, be financed as follows:

$ 78 513.46	-	to the project account, representing the unexpended funds remaining
$ 111 406.54	-	to the Reserve for Uninsured Losses
$ 190 000.00		

1989 Equipment Reserve Account

6. 1989 EQUIPMENT RESERVE ACCOUNT

As outlined in a report of Mr. E. C. Matthews, Treasurer and Mr. G. T. Kerr, Manager, Fleet Services dated 1989 May 31, the Committee agreed to submit the following recommendation to City Council for approval.

That vehicle no. 9237, a 1975 International Harvester Sander instead of No. 9212, a 1980 International Harvester Sander, be replaced from the 1989 Equipment Reserve Account.

Comprehensive Audit Reports - Department of Community Development and Real Estate and Property, Phase I Property Maintenance Division

7. COMPREHENSIVE AUDIT REPORTS

(i) The Department of Community Development

(ii) Real Estate and Property Area, Phase I Property Maintenance Division

The Committee approved the following recommendations of the Treasurer as outlined in his report dated 1989 June 15:

(a) That the comprehensive audit reports prepared by Pannell Kerr MacGillivray, Chartered Accountants, entitled: (i) The Department of Community Development, and, (ii) Real Estate and Property Area, Phase I - Property Maintenance Division dated December 1988 and April 1989 respectively be received by the Finance Committee, and

(b) That the Directors of Community Development and Property, the Chief Administrative Officer, Treasurer, and representatives from the firm Pannell Kerr MacGillivray, be requested to attend the next regular meeting of the Finance Committee scheduled for Tuesday, 1989 July 18 and that staff be requested to prepare reports, where required, for this meeting relating to the Pannell Kerr observations and recommendations in order that the Finance Committee may be in a position to recommend appropriate action.

The Sisters of Social Service By-law to Exempt from Taxes

8. THE SISTERS OF SOCIAL SISTERS - BY-LAW TO EXEMPT FROM TAXES

As outlined in a report of the City Solicitor dated 1989 June 15, the Committee agreed to submit the following recommendation to City Council.

That leave be granted to introduce the following Bill:

G-14 By-law to Exempt from Taxes - The Sisters of Social Service - 88 Fennell Avenue West.

Approved Settlement of Claims

9. APPROVED SETTLEMENT OF CLAIMS

As outlined in a report of the Secretary dated 1989 June 16, the Committee agreed to submit the following recommendation to City Council for approval.

That the Summary Report containing a listing and amounts of approved Settlement of Claims attached hereto as APPENDIX "A", be approved.

The Appraisal Institute of Canada - National Conference

10. NATIONAL CONFERENCE - THE APPRAISAL INSTITUTE OF CANADA

The Committee received a conference report of Mr. D. W. Vyce, Director of Property dated 1989 June 06 on his attendance at the annual conference of the Appraisal Institute of Canada which was held in Montreal, Quebec from 1989 June 01 to June 03.

1989 Grant Appeals

11. 1989 GRANT APPEALS

The Committee was in receipt of a report of the Grants Co-ordinator dated 1989 June 14 advising that at the Finance Committee meeting 1989 May 19, the Committee approved the new general grant recommendations of the Grants Review Group. The applicants were subsequently notified of the recommendations to determine if an appeal would be made to the Committee's recommendation.

In addition, the Grants Review Group has made recommendations on several Convention/Reception Grants in accordance with the procedures that were approved by City Council 1989 February 28. These procedures allow for the Grants Review Group to apply the funding formula of $4 per participant to a maximum of $1 500 for the Convention/Reception Grants. Once notified of this recommendation, the applicant may appeal this decision to the Finance Committee.

As a result of the notification, the following applicants have requested an appeal:

(a) Wesley Urban Ministries
(b) Music Here and Now
(c) SHAIR International Resource Centre - Withdrawn
(d) Human Rights Monument - Deferred
(e) Royal Canadian College of Organists

Following consideration of the appeals, the Committee agreed to submit the following recommendations to City Council for approval.

(a) That the following appeal recommendations for the 1989 grants listed below in the total amount of $2 000, be approved.

	Applicant	1989 Grant Request	Original Recommended Amount	Recommendation on Appeal Amount	Category
(i)	Wesley Urban Ministries	$ 67 669	$ 5 000	NIL	N/A
(ii)	Music Here and Now	$ 1 210	NIL	NIL	N/A
(iii)	Royal Canadian College of Organists	$ 4 550	NIL	$2 000	One-Time
			TOTAL	$2 000	

1989 Grant Appeals

NOTE: The grant to the Royal Canadian College of Organists is to defray the costs of a luncheon to be held on 1989 July 24.

The group is receiving a grant from the Regional Municipality of Hamilton-Wentworth in the amount of $1 300, however this grant is generally to defray the costs of their convention to be held 1989 July 24 to July 27.

(b) That these grants be funded from within the appropriate Grant Accounts No. CH5AXXX 200XX.

Adjournment

The meeting then adjourned.

Taken as read and approved,

ALDERMAN WM. M. McCULLOCH, CHAIRMAN
FINANCE COMMITTEE

John Thompson, Secretary
1989 June 20

Typed by M. J. Walton

2(a)

F O R I N F O R M A T I

REPORT TO: Mr. J. D. Thompson, Secretary
Finance Committee

FROM: Mr. E. W. Kowalski, Director
Department of Community Development

DATE: 1989 July 13
COMM FILE:
DEPT FILE: 32-0001.2

SUBJECT:

Comprehensive Audit Report - Department of Community Development

BACKGROUND:

The Department of Community Development, in response to the Comprehensive Audit conducted by Pennell Kerr MacGillivray, wish to make a few general comments and leave the specific observations regarding the various administrative sections of the Department to the attachments labelled as Schedule 'A', 'B', 'C' and 'D' ('A'- Community Renewal, 'B' - Housing Loans, 'C'- Waterfront Project and 'D' - Municipal Non-Profit Housing Corporation). We also wish to point out that the Department's comments are not all inclusive, but only address what we consider major items of concern.

The Department is of the opinion that the report must be read in its entirety, and excerpts should not be regarded in isolation as they could be misinterpreted. The Consultants often quote statements in the report which are the subjective opinion of those interviewed, without attempting to verify statements which have been made. This can, at times, present a very prejudicial and one-sided view of the actual circumstances.

The Consultant suggests the Department may be "too small", but does not explain or attempt to justify this statement. As the Committee is aware, this Department is very specialized, and because of our size, not in spite of, we feel we are able to concentrate our efforts on the delivery of inter-related programmes, and respond to housing and redevelopment concerns both politically and from the public. We acknowledge that we are unique, but this uniqueness is what has made our delivery so successful. The City of Hamilton's ability to implement Programmes, funded by other levels of Government, is unsurpassed in the Province and for that matter in all Canada. A major reason for this success is the focus which we are able to spend in these areas. Big is not always better, nor is it necessarily as cost effective. the cost of the service delivered by the Department of Community Development, and noted by the Consultant, has little impact on the City's Current Budget.

Many of the services provided by the Department of Community Development address Economic Development goals and objectives. They should therefore, be examined for their impacts on the City's economic base. Housing loans and grants for example, make it possible for lower income homeowners to maintain their own shelter. If these homes were not renovated, the housing stock would eventually deteriorate, and require demolition to adhere to Property Standards. This would further erode the supply of affordable housing for middle to low incomes. Likewise for Non-Profit Housing. Beautification through the Waterfront Development and Streetscaping, as well as the Department's relationship with the business community through Business Improvement Areas (B.I.A.'s), have strong positive impacts on the City's Economic base.

c.c.: Mr. L. Sage, C.A.O.
Mr. E. C. Matthews, City Treasurer
Pannell Kerr MacGillivray
Attn: Mr. M. Hudson, C.A.

COMMUNITY RENEWAL

In Section 4.1.1 Observations, on page 9 of the Report, the Consultant states, "the Parks Component of the Community Renewal Project might be better integrated with the evolving Parks Development Unit within the Department of Public Works.".

We agree that there is a relationship between some of the functions that the Parks Division of the Public Works Department performs and the tasks carried out by the Community Renewal Section of the Community Development Department but it has been illustrated, by previously tendered projects, that Public Works Staff can not implement projects as cheaply as some private contractors can. On three projects coordinated by the Community Renewal Section, that the Public Works Department bid on, outside contractors submitted lower prices in all of the instances. The prices received from the Public Works Department were in fact in the upper percentile of the bids received.

In Section 5.1 of the Concerns, listed on page 11, the Consultants suggest that there is no formal, ongoing measure of effectiveness for the unit. Presently, there are staff meetings held between the Co-ordinator of Community Renewal and the Community Renewal Officers on a regular basis. As well, there are staff meetings held on a regular basis, at a managerial level with the Director of Community Development. Performance appraisals are carried out at all levels within the Department. Similarly, the capital and current budget processes necessitate an overall review of the previously performed projects and goals for future years. These processes are not possible without this type of analysis.

The Review Team also points out that the staff members in the Community Renewal Section generally have behaviourial science rather than technical backgrounds. For the purposes of rebuttal, we can divide the Community Renewal Section into two basic functions: a technical/implementation stage and a social/planning stage. During the hiring process, one must make a decision about hiring the best possible candidate. Whether the future employee has the technical education and background or has the social service education and background still leaves you with an either or situation which necessitates extra training on the job experience in one or the other of the fields. It is for this reason, that the incumbents should be sent to City sponsored training programs to upgrade on the technical aspect of the job. If one expects that those performing the Community Renewal functions would have both of these backgrounds then the existing pay level would require reevaluation and upgrading.

Notwithstanding this for all Community Renewal projects coordinated through the Department of Community Development, a consultant is hired to work with City and Regional staff and the public, to advise on matters requiring technical/design input.

HOUSING LOANS

The Department acknowledges that the Ontario Home Renewal Programme (OHRP) Fund is substantial but our ability to commit the funds is beyond our responsibility as the Programme Guidelines developed by the Province no longer reflect present income levels of applicants. This will be resolved shortly and funds will once more be committed as the need and demand for rehabilitation funds continue.

It is anticipated that this fund will be fully committed within three or four years assuming the pending Provincial changes are positive. It should be noted that these are Provincial funds and they cannot be used for any other purpose.

The loans section over the years has attempted to reduce the drop out rate but because of the voluntary nature of the programme, it is impossible to force people to finalize their applications. The reasons for dropping out have been analyzed on more than one occasion and some of the reasons are as follows:

a) not enough grant to cover all work
b) work owner wants to undertake not eligible
c) income verified at higher level than originally reported
d) owner decides to sell
e) owner not prepared to do all work required and partial rehabilitation not permitted
f) inspection done and owner proceeds on own
g) death of applicant
h) not owner of property

The Department has requested a micro-computer, and related software to help in the monitoring and delivery of the twenty (20) various loan Programmes. If and when the micro becomes available, it will help monitor the drop-out rate, and aide in the flow of applications and help avoid unnecessary delays.

The observation that the Housing Loan Unit might fit more appropriately within the Treasury Department or with the Property Department cannot be rationally justified.

(1) The Department administers over twenty (20) different Programmes and only four (4) have any connection with the Treasury Department. Treasury provides a service of holding programme money and issuing cheques on these accounts based on Community Development's authorization. The money for other loan programmes are issued by the Province, Ontario Mortgage Corporation or Canada Mortgage and Housing Corporation.

(2) The Property Department's responsibilities involve the acquisition of property for Municipal or Regional Programmes, as well as maintenance responsibilities for City owned property. The loan programmes do not deal with acquisition and only apply to non-Municipal properties.

There is presently no overlap by any other department, and it is important that the Loan Programmes remain closely connected with the Business Improvement Area Programmes (B.I.A.'s) Downtown Revitalization Programmes and P.R.I.D.E. Programmes because of the Rental, Heritage, Convert-to-Rent and Facade Loan Programmes.

WATERFRONT PROJECT

In general, the Auditors assessment of the past and present status of the Waterfront Park Project is accurate. In addition, the Consultants correctly note that the future requirements of the Waterfront Project management and coordination will be determined by the results of the current, ongoing Waterfront projects and studies. However, the assumptions that the present Co-ordinator, (although perceived as "doing well"), is "working near the upper limits of his technical skill and experience with large projects", and that "the demands of the project may quickly outstrip his personal rate of development" are unfounded.

The Auditors state that "since there is a plan in place to monitor the ongoing structural needs of the Waterfront Project as new information is received, the review team believes that all appropriate action is being taken to promote ongoing effectiveness". This being the case, it would seem more appropriate to evaluate the capacities of the Co-ordinator at a time when the future direction of the Waterfront Project is clearly established, rather than to speculate on the management of an, as of yet, undetermined project.

It should also be noted that although provided as references, some significant contributors to the Waterfront Project were overlooked in the interview process. Among others, who should have been interviewed are the Mayor, Alderman Copps (Chairman, Waterfront Parks Sub-committee). Alderman Hinkley and Mr. J. Berridge, Landscape Design Consultant for the 1985 Waterfront Master Plan.

MUNICIPAL NON-PROFIT HOUSING CORPORATION

* Over the past year it has become apparent that with the existing inventory of Municipal Non-Profit Housing units and the potential for additional development, current staff levels cannot be maintained. Currently, the M.N.P.H.C. has an inventory of 192 existing units with an additional 66 units in the planning stages. In addition, Provincial commitments for 300 units have been received, for development over the next 3 to 5 years.

  As a result of these ongoing concerns, on March 31, 1989, a report on a proposed staff re-organization for the M.N.P.H.C. was presented to the Board of Directors of the Corporation. The report recommended the following additional staff/services be provided by the appropriate departments to meet non-profit housing corporation's request for additional services, on a charge-back basis:

  i) **The Property Department -**
     a) a Senior Property Manager and clerk typist in the Architectural Division; and,
     b) 610 man hours of staff time from the Real Estate Division.

  ii) **Treasury Department -**
     a Housing Accountant

  iii) **Community Development Department -**
     an Assistant to the General Manager

  On April 7, 1989, the Board of Directors approved the above changes.

  At this point in the development of the Non-Profit Housing Corporation, it was suggested that the purchase of service from various departments should be pursued rather than providing for more M.N.P.H.C. staff. The basis for this recommendation is that current levels of development and operation do not require full-time staff. As a result, the M.N.P.H.C. will only be charged for part of the new staff member's time contributed to non-profit housing. All costs associated with the reorganization will be covered by the Non-Profit Program.

  As a result of these additional staff members, it is suggested that concerns identified in the Comprehensive Audit Report, will now be addressed. For example, with the addition of technical expertise in the Treasury Department and Architect's Department, it is hoped that the General Manager will have the appropriate technical skills in order to properly monitor and oversee the construction of new residential development as well as maintain the appropriate financial review and accountability, as suggested.

In addition, it should be noted that for the development of each M.N.P.H.C. project, a project architect is hired to develop plans for the construction of the development, as well as, oversee construction. The project architect is responsible for all of the construction activity occurring during the development of the project.

On this basis all the necessary expertise in order to develop and maintain M.N.P.H.C. is available to the General Manager.

* Kiwanis Non-Profit Homes had been selected through a tendering process to be the property managers for the M.N.P.H.C. Ongoing review has occurred by the Board of Directors annually. In 1989, review of Kiwanis contract will be undertaken by the Board of Directors in the late summer/fall which at that time the Board may wish to tender for the property managers. It should be noted that to date, Kiwanis has done an excellent job for the M.N.P.H.C. and managed the projects through the provision of a maximum level of property maintenance and good tenant relations.

* Investigations are currently ongoing to examine opportunities for the amalgamation of the M.N.P.H.C. with the Hamilton Housing Company Limited. It is expected that a report on this issue will be submitted to the respective Board of Directors this Fall.

* Inferences are made on Page 18 that construction deficiencies at 772 Upper Paradise, the first M.N.P.H.C. project, are a result of the qualifications of the current and past General Manager of the M.N.P.H.C. It should be noted that the responsibility for the development of this project was with the City Architect's Department, which provided the required construction experience. Further, this was a turn-key project and different from all subsequent projects which do not have any serious construction defficiencies.

  Construction deficiencies have been identified and steps are being taken to remedy them.

* Regarding comments on page 18 on construction delays, it should be noted that serious delays had only occurred in one project; the Wentworth St. School. Delay in the construction of the school, at that time, should be attributed to construction difficulties as a result of reconstruction of an existing building. It should be further noted that construction of the latest M.N.P.H.C. project at 1150 Limeridge Road East appears to be ahead of schedule at this time.

* Regarding comments that the M.N.P.H.C. does not provide any better or different housing than what could be provided by the private non-profit sector, it should be noted that the City has now taken steps to provide unique housing within Hamilton. For example, the renovations of the Wentworth Street School, the establishment of housing for single persons and the provision for second stage housing for battered women within M.N.P.H.C. projects.

The Department is also presently negotiating with the Province of Ontario on a Housing Agreement which will include innovative approaches to Non-Profit Housing geared to the Hamilton market.

In addition, the M.N.P.H.C. has received a reserve allocation of 300 units under the Homes Now Program that would not have been likely designated within the City, if the M.N.P.H.C. did not exist.

* Also a landbanking program in the City of Hamilton would be extremely expensive to implement considering the cost of purchasing and carrying costs associated with these lands for a period of five years or more.

It should be noted that a landbanking program would significantly differ from the current $5 million dollar land acquisition program in which funds are used to up-front the capital costs associated with the purchase of sites for M.N.P.H.C. These funds are traditionally used for the short term and are repaid once mortgage commitment funds had been available.

It is expected that funds which would be substantially larger than the current $5 million dollar program, would have to be required in order to implement an effect landbanking program.

* It should be noted that all funds for the development and operation of M.N.P.H.C. projects are recovered through the following:

1) rental income from tenants occupying the units;
2) Provincial subsidies;
3) Federal subsidies through C.M.H.C.

As a result, M.N.P.H.C. projects can be operated and developed at no or little cost to the City.

* It should be noted that the only private non-profit developer interviewed in the City of Hamilton was Louis Serafini, who is a private developer. It is questioned why groups such as Kiwanis Non-Profit Homes, Victoria Non-Profit Homes and Jubilee Consulting were not also interviewed in order to determine the local perspective on the M.N.P.H.C.

* In order to assist in the implementation of the Report's recommendations, particularly those dealing with the need for financial accountability and meeting current workload requirements, it is suggested that 2 micro computers be provided for existing staff.

FOR INFORMATION

2(b)

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. D. W. Vyce
Director of Property

DATE: 1989 July 5
COMM FILE:
DEPT FILE: 50.15.42

SUBJECT: **Comprehensive Audit Report**
Property Department - Phase I
Property Maintenance Division

BACKGROUND:

On June 15, 1989, the Finance Committee received the Comprehensive Audit Report prepared by Pannell, Kerr, MacGillivray, Chartered Accountants with respect to the Property Maintenance Division of the Property Department and invited our department to comment on the report prior to the Finance Committee considering the matter in any detail.

First of all, let me say at the outset, that I welcome an audit of the department by an independent consultant if in fact the consultant can discover ways and means of the department becoming more efficient and cost effective. We have absolutely nothing to hide or be ashamed of in our opinion. The use of an independent consultant allows a "fresh" examination of the department, sometimes from a new and different perspective and I believe this is good. Severe time constraints would not have allowed us to conduct such an in depth formal study ourselves although our operations are constantly under informal review on a day-to-day basis and of course, we would be considered bias. Furthermore, I like the idea of a "fresh" viewpoint, for sometimes you are too close to the operation to see any inefficiencies or as the saying goes - "You are too close to the forest to see the trees".

We have examined the Auditor's report quite thoroughly and find that there are many observations, findings and recommendations that will be of assistance to the operation of our Property Maintenance Division and optimistically hope it will make the Division more efficient, effective and knowledgeable. We will be commenting on these aspects of the Auditor's report and as time permits, will implement a number of changes to our operating methods. Time however is a major factor in satisfying or implementing certain recommendations. We cannot stress enough that time within our division is of the essence. Our primary mandate we believe is to keep the multitude of City buildings we are responsible for in a safe, operating condition so that programs operated therein will not be interrupted.

As you no doubt expect, frankly, there are portions of the Auditor's report that we do not agree with and we propose as well to provide comments for your review in this regard. Please do not construe these comments to be defensive or a "cover-up", for they are not. When we disagree with the Auditor, it is brought about by the intimate knowledge we believe we have in our own particular field which one could not possibly glean from such a superficial overview as conducted by the Auditor. When we do not agree, we will indeed provide detailed support for our views and not provide any rash statements, totally unsupported.

For the purposes of my report, so as to not overlook any aspect of the Auditor's findings, I propose to systematically, however tedious it may be, to deal with each and every recommendation of the Auditor and findings of the review team listed within the Executive Overview on Pages 1 - 4 of the Auditor's Report.

Recommendations of Auditor - (Page 2 of Report)

1. **THE MANAGER OF THE PROPERTY MAINTENANCE should review, with an appropriately qualified City Engineer, the need to undertake a systematic annual review of the need for, and the quality of services being delivered under contract in highly technical areas, such as elevators and electrical control systems.**

   This recommendation was prompted by the Auditor's comparison of Elevator Maintenance costs in City Hall with other buildings.

   As a matter of course. I can say that when specific expertise is required in whatever area, whether it be contracts, construction, property management or ongoing facility maintenance, the Property Maintenance Division consults firstly with others in internal departments such as Building, Engineering, Real Estate and Solicitors Departments to seek ways of achieving the most cost effective solution possible and from time to time retains the services of outside consultants to assist in highly technical and specialized areas or when required by law.

   The reference on Page 9 to elevator maintenance which precipitated this recommendation however does cause us some concern.

   We have reviewed at length in recent years various options for the maintenance of City Hall elevators and the costs applicable thereto. Through the normal proposal and tendering process, we have discovered that the only apparent cost effective means of elevator maintenance at City Hall has been an "all inclusive" arrangement with the original supplier and installer in 1960, "Otis Elevator". Their intimate knowledge of the elevators, stock of parts, quick response time and excellent reputation were major factors in the decision to enlist their services and should not be overlooked. We found that other service agencies could not compete with Otis when it came to the all inclusive maintenance program of the City Hall

elevators. Although the hourly rates for service calls of Otis competitors may have been lower, they do not have an adequate supply of parts in stock, their response time was not as competitive and they did not have the intimate knowledge of the Otis installations that we feel is required to maintain our lifting devices which are aging (29 years).

The Auditor on Page 9 we feel makes a rather broad statement inferring overspending on elevator maintenance and using only data from magazine publications to support his view without any hard or specific evidence. The Auditor gives no specific terms of reference with respect to elevator maintenance, simply a general maintenance cost range without any allowance for elevator design and sophistication, number of units, age of equipment, specific use, etc. and no indication as to whether the range of figures stated is for "all inclusive" or "partial" maintenance contracts. Obviously you can appreciate that an aging component of a building requires more maintenance than a new component and yet no specific reference is made therein by the Auditor.

Quite frankly, in conclusion, we are satisfied that the elevator maintenance costs are fair and reasonable, but will continue to monitor them as we do always to be certain the City is not being "taken for granted" and we obtain the best maintenance programme possible for a fair some of money.

2. **The Manager of Property Maintenance should implement a system of evaluating the quality of cleaning and caretaking work, review costs in light of industry standards, and develop options for reducing costs to be discussed with the Director of Property.**

We will implement a more sophisticated system of evaluating the quality of cleaning and caretaking work through the usage of check lists and written status reports.

Reference to "square footage of useable space being maintained" is made on Page 2 of the Auditor's Report. Although recognized as an "Industry Standard", it is only one tool used to calculate cleaning and maintenance costs. The Auditor seems to dwell on "square footage alone" throughout his report and uses only the BOMA data as his justification that perhaps the City <u>may, notably just may</u> (Page 8) be significant higher than average.

Square footage is one criteria used in comparing the costs of light cleaning and caretaking work within a building. There are however other criteria which we believe to be more significant which the Auditor has completely overlooked. These criteria include:- degree of cleanliness demanded or desired by the owner or occupants, age and design of a building, overall size of a building, floor congestion, number of partitioned offices vs. clear span space, floor covering materials (carpet vs. tile floors), amount of counter space to be cleaned (City Hall because of its ventilation design has a vast amount of counter space to be cleaned daily when compared to a more modern building), the number of desks, tables and chairs occupying the space being cleaned (it is a well known fact that City Hall is overcrowded and this reflects in cleaning costs for more items have to be cleaned), number of sinks and washroom facilities, and degree of use of a building.

What I am trying to say and have been attempting to get across to the Auditor is that square footage is not the "be all to end all" as a unit of comparison. The cleaning and janitorial industry is not that exact. If it were, I should be able to get quotes for cleaning any space of any City building over the telephone, sight unseen from any janitorial company by simply giving to them an indication of square footage. This is impossible, simply impossible, for as a result of this Audit, I have tried, all to no avail. The bottom line is that each building is evaluated on its own merits using <u>all</u> of the criteria mentioned above not simply square footage and probably much more that has not immediately come to mind.

Recognizing that in our opinion square footage of a building is one and only one of the criteria used to determine staffing requirements and maintenance costs, as time permits, we will endeavour in the near future to compile such statistics.

3. **The Manager of Property Maintenance should use industry standards to reassess his current budgets for repairs and maintenance and prepare variance reports to justify and/or correct significant deviations.**

Once again, the consultant uses the term "industry standards" as it applies to repairs and maintenance to the buildings themselves. We believe that "industry standards" or "square footage rates" can be used as a guideline, but only as a guideline when all other aspects of a building are truly comparably. We know this is not the case in terms of the data provided by the BOMA organization and referred to by the Auditor. No buildings are exactly similar and especially, I believe you cannot conceivably compare a typical City Hall with a typical office building because of the special uses to which they are put.

I can assure the Finance Committee that we certainly are aware of general costs of repairs and maintenance and utilize proper purchasing procedures to ensure the best price possible is obtained for the service to be rendered from our various service contractors. Regardless of "industry standard repair costs per square foot", repairs to our buildings must be conducted when and where required to minimize disruption to public programs at arenas and recreation centres, for example, avoid negative impact on emergency services at Fire Stations, for example, avoid inconvenience and interference with the conduct of City Hall's daily business, and provide general overall safety and comfort within our buildings. This is not to say that restraints should not apply or that the "sky is the limit", but merely to emphasize the fact that repairs and maintenance may not fit as neatly into the so-called industry standard mould as the Auditor may suggest.

When it comes to repairs and maintenance, surely one can appreciate that square footage is not the prime criteria. More significant criteria is age of the building and its component parts, degree of preventative maintenance conducted, design of a building, mechanical and electrical sophistication of a building, extent and type of use of a building together with service expectations of both councillors, staff, and the public, vandalism which is unfortunately prevalent in public premises, and finally, funds available and approved for repairs.

Finally, it is interesting to note that on Page 16 in a more obscure portion of the Auditor's Report rather than being up-front in the Executive Summary that the Auditor states and admits:-

"It is always difficult in comparing O and M costs against standards to determine whether one is comparing apples and apples or apples and oranges. The detailed study which would be required by the review team to ensure that all statistics could or could not be accepted at face value would be out of proportion to the potential savings. Therefore, the statistics are merely presented with the understanding that it will be management's role to either work at reducing costs to standard or to justify why the nature of the buildings, the standards of service desired, or other factors beyond his control do not permit further cost reductions."

What the Auditor has done is that he has qualified some of the negative statements made earlier in the report. It is unfortunate these statements did not immediately follow his findings under the Executive Summary.

10. **The Manager of Property Maintenance should prepare checklists of activities, schedules of work or procedures for cleaning and caretaking work in each building and collect regular status reports from the day and afternoon supervisors.**

A most excellent recommendation. We have already commenced action towards implementing a revised checklist for gauging the efficiency and effectiveness of cleaning and caretaking activities. We will be reviewing present job tasks with our staff and developing updated detailed and formalized cleaning specifications for our various buildings in an effort to encourage more efficient and purposeful cleaning activities. Specific facility inspection plans for our supervisors are currently in the review stage and will be upgraded and standardized. Facility inspections have always been conducted; however, we will now formalize this job function and will provide appropriate checklists for and expectations of our supervisory personnel.

11. **The Manager of Property Maintenance should identify one employee in each building who will agree to provide an evaluation checklist each month to the Supervisor of Cleaners on the quality of cleaning and caretaking in that building.**

This infers that we are to ask an employee in each building to act as a supervisor or foreman within the premises where they perform work. My immediate reaction is that we cannot or should not ask a union employee to perform the job function of a supervisor. While it would indeed be very convenient, I do not believe it workable. I will however discuss this issue further with the Human Resources Centre.

12. **The Manager of Property Maintenance should develop a system for documenting the critical factors for each significant piece of repair or cleaning equipment on the Division, including such as location, age, repair record, probable date for replacement, and time and cost advantages of purchasing more technologically advanced equipment.**

Contrary to the Auditor's comments about the lack of a systematic plan for the replacement of cleaning equipment, provision has indeed been made in the last several years to replace old and worn out equipment. We attempt to replace our equipment with technologically improved units bearing in mind cost restraints and allowable funding. This will continue in the future.

13. **The Manager of Property Maintenance should improve the job record information system to enable easy access to information about the amount and type of work, and expenses incurred for maintenance and repairs on each major city building or facility.**

The Auditor in his positive findings listed on Page 17 notes our procedure for assigning job numbers and recording time and expenses against particular jobs and buildings which provides useful records of the application of resources and the types of work done and notes that all invoices are currently reviewed by the Manager of the Division before being processed for payment.

The Auditor does not suggest how to improve it, but one can surmize that it should be totally computerized. This would be costly and very time consuming and with our current staff complement, we could not handle such an undertaking. The documentation relating to each job may not be at our finger tips with the push of a button, but I can assure you the information and detailed costing can be retrieved from our files, when required.

Notwithstanding the above, we are always monitoring the situation and looking for more efficient and effective ways to control and record maintenance.

14. **The Management staff should attend training courses to assist them in keeping up with the development in their field. Maintenance management requires special skills and knowledge which are too complex to acquire by on the job exposure.**

While it is my desire and the wish of the Manager and his staff to attend many structured seminars and courses covering the vast territory for which they are responsible, due to our present workload, it is extremely difficult. This encouragement will continue however and we will increase our budget accordingly, but attendance is limited by time available. We simply cannot perform all of the tasks assigned to us, and attend the courses and seminars as we would like to do, all at the same time. It is physically impossible.

We do recognize and appreciate the need to upgrade oneself in one's field of endeavour and will attempt to fit in limited courses and seminars within our schedules in the future.

15. **The Managers of the Division should be encouraged to join the appropriate professional associations and to maintain contacts with their counterparts in other cities to exchange information about costs, techniques, products and contractors in this field.**

I have always been a strong advocate of liaising with counterparts in your own field of endeavour. Our Managers will increase their communication with other government agencies and the private sector for the purpose of gleaning ways to improve service, bring about cost reductions and enhance our awareness of new technological advances. This broadening of our horizons through interaction with others in our field will be advanced as time permits.

We fully recognize the benefits of joining appropriate professional organizations in the Property Maintenance field. We will review options for our involvement in various professional associations in an effort to keep current and up-to-date with others in our field of endeavour. We will budget ourselves accordingly in future years.

Executive Overview

16. **Industry standards for light cleaning in offices range from 3,500 to 4,000 per square foot per hour; in City Hall, Hamilton, City cleaners do 2,250 square feet per hour and in the Health Building, they do 1,100 square feet per hour.**

With respect to the above, we have indeed wrestled with what is actually meant by "light cleaning". Is it the tasks performed by cleaners? Or does it include the heavier cleaning performed with power assisted equipment?

Our present janitorial maintenance procedures and costs include all cleaning whether "light" (dusting, sweeping, garbage removal, vacuuming or "heavy" (using power equipment to include the stripping and waxing of floors, spray buffing etc.)

There is no indication in the Auditor's report as to where the "industry standard" of cleaning 3,500 - 4,000 square feet per hour was obtained. My immediate reaction was that in an office environment such as City Hall with its heavy usage by the public and overcrowded conditions in staff areas, it would be virtually impossible to clean adequately 3,500 - 4,000 square feet per hour unless the standard of cleaning was drastically revised.

In order to test out my theory and determine in my own mind whether or not it is possible to clean 3,500 to 4,000 square feet per hour, I asked a supervisor of cleaners to come in on a weekend and clean the real estate and architectural divisions of our department in the same fashion as our normal cleaning person would do. The area occupied by the two divisions is 4,237 square feet. The job entails vacuuming and sweeping the floors as the case may be, picking up the garbage from waste baskets, dusting the desks, tables, chairs, counter-tops and telephones within the office, dusting the cabinets, and cleaning the sinks in each utility room. The office was cleaned thoroughly the day before and no one occupied the office subsequent so in essence, the supervisor was "going through the motions". The result was that it consumed one and three quarter hours of the supervisors time or a rate of 2,421 square feet per hour. Since the office was in fact "clean", I honestly believe if it were dirty or "lived in", that it would have taken slightly longer to clean same, thereby reducing the square feet cleaned per hour.

This test convinced me that my theory was correct -- that it is impossible to adequately clean 3,500 - 4,000 square feet per hour.

Following receipt of the Auditor's report I discussed the "industry standards" with two local cleaning and janitorial firms. Both indicated unequivocally that square footage can be a guideline only but in fact little weight is applied to this factor. The amount of square footage which can be cleaned depends mainly upon office layout, furnishings and office equipment therein, floor covering material, sinks and washrooms facilities, degree of use of the space itself, the age of the space and of course the degree to which the space must be cleaned, they said.

The bottom line from my point of view is that our cleaning staff are performing efficiently in terms of the area of space cleaned per hour. We will however by implementing a new checklist system to able to constantly monitor the situation to see if any further savings can be achieved without a decrease in quality.

Incidentally, a number of years ago I recall during budget time, it was suggested the City could save money by cleaning the office space every other day. It was tried as an experiment but failed miserably as being totally unacceptable to all concerned. The complaints were bountiful.

17. **The costs of cleaning seem to be three times higher than the industry average for the Hamilton City Hall and even higher for the Hamilton Health Building.**

First of all on Page 8 of the Auditor's report, I believe it worth mentioning that he makes a statement that the cost of operating Hamilton City buildings may be significantly higher than average. On Page 16, the consultant again qualifies his remarks saying it is difficult to determine whether one is comparing apples with apples or apples with oranges. This leads me to believe that some of the findings herein are suspect.

Let us for one moment though assume that the cost to clean Hamilton City Hall is three times greater than the industry average.

The question then on my mind is --**WHY?**

In analyzing why our costs may be greater than the industry average I initially looked at what type of buildings compose the "industry average" and found that it was government and private sector office buildings throughout Canada and according to one publication in the report throughout the United States. I asked the consultant how many City Halls are included in this sampling. His response was that he did not know. My guess is that no City Halls were included in the sampling and therefore I suggest that we are not comparing apples with apples but apples with oranges. City Halls are unique in terms of usage; they are more than simply an office building. They are the seats of government wherein a great deal of public functions occur both during the day and night and throughout the weekends. The public and the Council demand that they be maintained with a high degree of maintenance because of their "flagship" and high profile status.

We found it necessary to obtain the costs of cleaning other public and high profile buildings in Ontario. Two telephone calls obtained the information, although I readily admit I have not received any support data to substantiate the information. Both pieces of information came from counterparts in the Property Maintenance field. The cost per square foot to clean London City Hall was quoted as being $2.62 per square foot; the cost to clean the Hamilton Wentworth County Court House is $2.54.

The cost quoted by the Auditor to clean Hamilton City Hall is $2.50 per square foot; we however believe it should be adjusted to $2.38 per square foot since exterior window cleaning and pest control were included in the calculation erroneously, we submit.

Another factor in determining cost is usage. The greater a building is used the greater degree of cleaning is required and a City Hall being a public building certainly receives its fair share of usage both day and night.

We would like to point out as well that included in the cleaning and janitorial wages are not simply the cleaning of office space as would be in the "industry standard" data. Immediately I can note a number of other duties assigned to our cleaning and janitorial staff at City Hall which are not experienced in a normal office environment or the "industry standard building". These include: constant meeting room set-ups and clean-ups, setups for Special ceremonial and entertainment functions at City Hall, ornamental pool cleaning, cleaning of glass doors, installation and removal of flags, banners, displays, tables and chairs for various functions, minor repairs to furniture, wall hangings, janitorial motorized equipment, the sweeping and cleaning of areas immediately outside the building including steps, the loading dock and exterior marble, and the moving of heavy files and furniture and some snow removal. These duties are far over and above what would be included in the "industry standard" I submit and involve considerable time and expense on the part of day and evening cleaning and janitorial personnel.

The major reason however that the costs of cleaning seem to be three times greater can be attributed to the actual wages and benefits paid to the City cleaning and caretaking staff as compared to the wages of the "industry standard". The "industry standard" employs contract janitorial firms who employ a non-unionized labour force. A discussion with two local janitorial firms reveals cleaners receive $5.00 to $5.50 per hour and a caretaker receives $6.00 per hour at one establishment. Both firms offer no other benefits to their employees except for the legislated 4% vacation pay.

In comparison, the cleaners at City Hall as of July 1, 1989 earn $9.07 per hour plus 16% fringe benefits for an overall cost per cleaner of $10.52 per hour. A caretaker employed by the City earns $11.84 per hour plus fringe benefits of 16% for an overall cost to the City of $13.73 per caretaker per hour. Both City employees also receive vacations in accordance with the Union contract and since we have a great number of long service employees, substantial vacation time is taken by the cleaning and caretaking staff.

As you can see, the City's rates of pay are greater than twice the amounts paid to employees in private janitorial firms.

If you include the private janitorial firms overhead and profit in this cost comparison which you really should consider to develop a true cost comparison, the City costs would still be at least 1.65 times greater than that of the costs of a private sector cleaner.

Therefore this analysis leads us to conclude the statement of the Auditor that overstaffing is the primary cause for high costs is not correct but rather oversimplifies a rather complex situation.

18. **In most categories of operations and maintenance costs (e.g. cleaning, repairs, utilities, security, administration) comparative data shows that it is more expensive to operate Hamilton City Hall than similar sized buildings being managed by government or the private sector.**

A perusal of the chart on Page 8 reveals that in some categories the City's costs are greater and in a number of cases far less. Our administration costs for example are $.06 per square foot at City Hall whereas the Toronto and Ottawa Private Sector costs are $.63 and $.50 per square foot respectively. One therefore wonders whether we are grossly understaffed at the management level. With the greatest respect perhaps the consultant should be asked to address that question. While the City costs may be greater than similar sized buildings overall within the private sector, I honestly believe the only true comparison is to examine the costs of other City Halls, utilizing both in-house union and contract cleaning personnel.

Let us now focus our attention towards the high cost of cleaning the Downtown Health Building. Quite candidly, we admit that there is definitely room for improvement at this location. Over the years this building has undergone several physical and occupancy changes resulting in office space reallocation and restructuring. Tenant demands for a high degree of cleanliness have caused us to staff this building in a way we previously felt most appropriate. We are prepared in retrospect and have already made tentative arrangements to experiment with a reduced cleaning contingent at this location in an effort to become more cost effective. Let us also not forget that when the Gore Park washrooms were closed, cleaning and caretaking staff were absorbed into the system, some being placed at the Health Building. The employees at this building (cost centre) also serve other buildings as well during staff absences due to vacations and illness.

With other suggestions made by the consultant we are prepared to investigate the possibility of "stream lining" the cleaning and caretaking operation at other locations. It should however be recognized that it is frequently difficult to reduce a level of service which has existed for some time.

19. **It seems that while property management expertise may be available in the City, it is not being used to assist the Property Maintenance Manager in his job.**

Property Management expertise is indeed available within the Property Department. With Real Estate, Architectural and Maintenance Divisions, all ingredients for a complete Property Management Package are in place and in use within this Department.

20. **Because the assistant manager has only recently joined this division, and the manager was promoted from the position of assistant just over one year ago, much of the current management effort of this division is spent trying to supervise some of the 4,000 jobs done each year. The manager has successfully implemented a new preventative maintenance program but has had little time to develop and improve other management practices and systems in his division.**

This statement is absolutely correct. Our building inventory is constantly growing every year and our buildings aging at the same time, which requires more attention and care. Newer buildings are more sophisticated in their operation and require new found expertise to operate. Supervision of the Division, primarily in the hands of two persons, the Manager and his Assistant is a job requiring involvement and being on call 24 hours per day, seven days a week, 52 weeks per year. I assure you that hardly a weekend goes by that these two gentlemen do not receive calls regarding a breakdown in one of our buildings to which they must respond.

We would certainly like to take more time to analyze certain matters to a far greater extent, develop new programs, and attend associations and seminars, develop liaisons with our counterparts; but quite frankly, we have not had sufficient time to accomplish this.

I can unequivocally say that without the devotion to duty of our Manager and his senior staff and the extensive hours they put forth on behalf of the City for which they are not compensated directly, the maintenance of our buildings would be suffering.

If it is deemed advisable by Council that we undertake the development of the programs as suggested by the consultant and proceed with many of his recommendations, then I can see the need for additional staff. While this may seem counter-productive to the official mandate of the Auditor, in the long term it could save the City money with fewer repair bills and increased level of maintenance and cleaning service with more sophisticated controls and inventory systems.

D. W. Vyce

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D. W. Vyce

c.c. Mr. Lou Sage, Chief Administrative Officer

Mr. E. C. Matthews, City Treasurer

Mr. R. Swan, Manager, Property Maintenance Division

Mr. M.C.J. Watson, Manager, Real Estate Division

Mr. R. Martiniuk, Manager, Architectural Division

Pannell Kerr MacGillivray
Attention: Mr. M. Hudson, C.A.

3(a)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 June 21
COMM FILE:
DEPT FILE: C20-2-89

SUBJECT: *REMOVAL OF SWIMMING POOL TANKS & EQUIPMENT, BENNETTO POOL*

RECOMMENDATION:
That a purchase order be issued to Superior Boiler Works & Welding Ltd., Hamilton, in the amount of $13,990.00 for the removal of swimming pool tanks and equipment at Bennetto Pool, in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation.

NOTE: Only quotation received. Funds provided in Operating Maintenance Account #CH56103 31330.

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)

BACKGROUND:
Quotations were sent to five (5) suppliers. One declined and three did not respond.

3(b)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 June 21
COMM FILE:
DEPT FILE:

SUBJECT: *CONCRETE REPAIR, BENNETTO POOL*

RECOMMENDATION:
That a purchase order be issued to Bravo Cement Contracting Ltd., Stoney Creek, in the amount of $12,500.00 for Concrete Repairs at Bennetto Pool, in accordance with Vendor's quotation.

NOTE: Lowest of three (3) quotations received. Funds provided in Operating Maintenance Account #CH56103 31330.

T. Bradley

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)

BACKGROUND: - Quotation Analysis

Bravo Cement Contracting Ltd.,	$12,500.00
Denron Restoration & Contracting Ltd., Hamilton	18,400.00
Isbister Restoration, Dundas	19,815.00

FOR ACTION

3(c)

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 July 12
COMM FILE:
DEPT FILE: C1-1-89

SUBJECT: *INSTALLATION & SUPPLY OF VINYL TILE - SCOTT PARK ARENA*

RECOMMENDATION:
That a purchase order be issued to Stadwick's Limited, Hamilton, in the amount of $35,278.00 for the installation and supply of vinyl tile at the Scott Park Arena in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation.

NOTE: Only quotation acceptable of four (4) quotes received as per Purchasing Policy. Funds provided in Work-in-Progress Account #CF 708741003, Scott Park Renovations.

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

BACKGROUND: Quotation Analysis

R.J.N. Matting & Rubber Inc.	Proposal 1	$15,362.00
	Proposal 2	25,249.00
	Proposal 3	22,102.00
	Proposal 4	33,969.50

Materials not as specified and no Agreement to Bond provided.

Konstra Carpets, Hamilton	$27,820.00

no Agreement to Bond provided.

Triangle Floor Covering Inc., Hamilton	$31,874.00

no Agreement to Bond provided.

Stadwick's Limited, Hamilton	$35,278.00

FOR ACTION

3(a)

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 July 12
COMM FILE:
DEPT FILE: C10-2-89

SUBJECT: *INSTALLATION OF HEATING EQUIPMENT TO FIRE STATIONS*

RECOMMENDATION:
That a purchase order be issued to Western Plumbing & Heating, Hamilton, in the amount of $44,669.00 for the installation of heating equipment at fire stations No. 8 and No. 12, in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation.

NOTE: Only quotation received. Funds provided in Operating Maintenance Account #CH56103 31330.

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: *(IF NONE. STATE N/A)*

BACKGROUND: Quotation Analysis

Western Plumbing & Heating, Hamilton $44,669.00

Quotations were sent to twelve (12) suppliers, with response from five who were unable to bid due to present work load and manpower unavailability.

3(e)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 June 28
COMM FILE:
DEPT FILE: T21-2-89

SUBJECT: SUPPLY AND DELIVERY OF HOLLOW STRUCTURAL STEEL POSTS, PURCHASING STORES

RECOMMENDATION:
That a purchase order be issued to Drummond McCall Inc., Hamilton, in the amount of $17,956.10 plus Provincial sales tax at 8%, for the supply and delivery of Hollow Structural Steel Posts, Purchasing Stores, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of six (6) tenders received. Funds provided in Stores Inventory Account #CH56103 28999.

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

BACKGROUND: Tender Analysis

Drummond McCall Inc., Hamilton	$17,956:10
V.B. Steel, Hamilton	17,998.28
Lyman Tubeco, Oakville	18,994.52
Pitt Steel, Markham	19,210.40
Russelsteel, Downsview	21,512.54
Niagara Plumbing, Niagara Falls	26,755.72

Provincial sales tax extra at 8%

FOR ACTION

3(8)

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 June 23
COMM FILE:
DEPT FILE: T4-49-89

SUBJECT: REPLACEMENT OF FIVE (5) 96" HEAVY DUTY PULL TYPE ROTARY WOODS MOWERS, UNITS #9921, CENTRAL GARAGE

RECOMMENDATION:
That a purchase order be issued to O'Neil's Farm Equipment, Binbrook, in the amount of $19,899.00 for the replacement of five (5) 96" Heavy Duty Pull type rotary Woods Mowers, Units #9921, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest acceptable of five (5) tender received. Funds provided in Reserve for Replacement of Mobile Equipment Account #RF55006 25201.

As this equipment is required immediately for the grass cutting season, and the next meeting of City Council is not until July 25, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

BACKGROUND: - Tender Analysis

Etherington Equipment Inc., Grimsby	$19,134.14 *
O'Neil's Farm Equipment, Binbrook	19,899.00
G. C. Duke Equipment, Burlington	22,734.00
O'Neil's Farm Equipment, Binbrook	26,886.60

* Unit bid does not meet specifications and would present problems operating during transportation. The units bid by O'Neil's will attach to the present equipment without modification and are available for immediate delivery.

3(g)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 June 26
COMM FILE:
DEPT FILE: T4-46-89

SUBJECT: REPLACEMENT OF ONE (1) INDUSTRIAL DIESEL STUMP CUTTER UNIT #9629, CENTRAL GARAGE

RECOMMENDATION:
That a purchase order be issued to Allan Fyfe Equipment Limited, Concord, in the amount of $37,797.00 plus applicable taxes for the replacement of One (1) Industrial Diesel Stump Cuter Unit #9629 for Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of two (2) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account #RF55006 25201.

As this equipment is required as soon as possible and the next Council is not until July 25, 1989, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council". The existing machine is constantly breaking down due to the demands of the season. Delivery of the new equipment is thirty (30) days.

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

BACKGROUND: Tender Analysis

Allan Fyfe Equipment Limited, Concord	$37,797.00
Vermeer Sales & Service Ltd., Mississauga	40,388.76

Six suppliers were requested to bid. Two declined and two did not respond.

3(h)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 June 27
COMM FILE:
DEPT FILE: T1-5-89

SUBJECT: PURCHASE OF THREE (3) POOL FILTERS, BENNETTO POOL

RECOMMENDATION:
That a purchase order be issued to Hamilton Hydronics Ltd., Hamilton, in the amount of $21,795.00 plus 8% Provincial sales tax, for the purchase of Three (3) Pool Filters, Bennetto Pool, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of two (2) tenders received. Funds provided in Operating Maintenance Account #CH56103 31330.

These filters are required for the shutdown August 14. As delivery is 6-8 weeks and the next City Council is July 25, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

BACKGROUND: Tender Analysis

Hamilton Hydronics Ltd., Hamilton	$21,795.00
Murray Hydronics Ltd., Hamilton	39,066.00

Provincial sales tax extra at 8%. Thirteen suppliers were requested to bid. Five declined and six did not respond.

3(i)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 July 6
COMM FILE:
DEPT FILE: C20-3-89

SUBJECT: *INSTALLATION & PIPING OF POOL EQUIPMENT-BENNETTO RECREATION CENTRE*

RECOMMENDATION:
That a purchase order be issued to Western Plumbing & Heating, Hamilton, in the amount of $64,900 for the installation and piping of pool equipment at the Bennetto Recreation Centre in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation.

NOTE: Only quotation received. Funds provided in Operating Maintenance Account #CH56103 31330.

Because this work is to be scheduled for the August pool shut-down, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

BACKGROUND: Quotation Analysis

Western Plumbing & Heating, Hamilton $64,900.00

Quotations were sent to twelve (12) suppliers, with response from five who were unable to bid due to present work load and manpower unavailability.

FOR ACTION

36)

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 July 12
COMM FILE:
DEPT FILE: 38.5.126

SUBJECT: *DEMOLITION OF BUILDINGS - 189 PARK ROW AVE. N.*

RECOMMENDATION:
That a purchase order be issued to Meszaros Wrecking, Brantford, in the amount of $12,700 for the immediate demolition of buildings and clean up at the address known as 189 Park Row Avenue North, Hamilton in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation.

NOTE: Lowest of three (3) quotations received. Funds provided in Account CH 15411 00001, Order of the Building Commissioner.

Because this property has been declared unsafe and must be demolished immediately, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

BACKGROUND: Quotation Analysis

Meszaros Wrecking (Brantford) Ltd,	$12,700.00
Varga Wrecking, Hamilton	16,790.00
John Pongracy o/a Brantford Wrecking	17,500.00

3(K)
ADDED ITEM

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 June 23
COMM FILE:
DEPT FILE: T4-48-89

SUBJECT: REPLACEMENT OF SIX (6) 92" HEAVY DUTY 3 POINT HITCH FLAIL MOTT MOWERS, UNITS #9921, CENTRAL GARAGE

RECOMMENDATION:
That a purchase order be issued to G. C. Duke Equipment, Burlington, in the amount of $19,692.72 for the replacement of six (6) 92" Heavy Duty 3 Point Hitch Flail Mott Mowers, Units #9921, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest acceptable of six (6) tender received. Funds provided in Reserve for Replacement of Mobile Equipment Account #RF55006 25201.

As this equipment is required immediately for the grass cutting season, and the next meeting of City Council is not until July 25, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

BACKGROUND: - Tender Analysis

Etherington Equipment Inc., Grimsby	$18,264.27 *
G. C. Duke Equipment Ltd., Burlington	19,692.72
O'Neil's Farm Equipment, Binbrook	24,064.56
Etherington Equipment Inc., Grimsby	24,595.29
C.A. Small Engines, Greensville	28,512.00
C.A. Small Engines, Greensville	32,918.40

* Unit bid does not meet specifications for our cutting requirements. Units being supplied by G.C. Duke will attach to our present equipment without modification and have a lifetime warranty on the cutter shaft.

O.K. LS

4.

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. M.C.J. Watson
Secretary/Co-Ordinator
Accommodation Subcommittee

1989 July 10
COMM FILE:
DEPT FILE: (4505)

SUBJECT: **Traffic Department - Renovations**
Basement and First Floor - City Hall

RECOMMENDATION:

1. That the Director of Property be authorized to proceed with renovations and rearrangements to space on the first and basement levels of City Hall at an estimated cost of $161,000.00 in order to accommodate the Traffic Department with adequate office space and relieve the severe overcrowded conditions.

2. That the cost of financing the renovations be allocated to Capital Account Centre CF 318841201.

M.C.J. Watson

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

The cost of renovations is provided for in the 1988 portion of the 1988-1992 Capital Budget.

BACKGROUND:

On Friday, July 7, 1989, the Accommodation SubCommittee met and considered a report (attached) submitted by Mr. D. W. Vyce with respect to the proposed renovations to the Traffic Department. The Committee approved the recommendation and authorized a report be forwarded to the Finance Committee and City Council for consideration.

Attach.
c.c. Mr. Lou Sage, Chief Administrative Officer
Mr. R. Martiniuk, Manager, Architectural Division
Mr. R. Swan, Manager, Property Maintenance Division
Mr. M. F. Main, Director of Traffic Services
Mr. E. A. Simpson, City Clerk
Mr. E. C. Matthews, Treasurer
Mr. W. Selzer, Project Manager, Architectural Division

4.

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. M.C.J. Watson
Secretary/Co-Ordinator
Accommodation Subcommittee

1989 July 10
COMM FILE:
DEPT FILE: (4505)

SUBJECT: **Traffic Department - Renovations**
Basement and First Floor - City Hall

RECOMMENDATION:

1. That the Director of Property be authorized to proceed with renovations and rearrangements to space on the first and basement levels of City Hall at an estimated cost of $161,000.00 in order to accommodate the Traffic Department with adequate office space and relieve the severe overcrowded conditions.

2. That the cost of financing the renovations be allocated to Capital Account Centre CF 318841201.

M.C.J. Watson

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

The cost of renovations is provided for in the 1988 portion of the 1988-1992 Capital Budget.

BACKGROUND:

On Friday, July 7, 1989, the Accommodation SubCommittee met and considered a report (attached) submitted by Mr. D. W. Vyce with respect to the proposed renovations to the Traffic Department. The Committee approved the recommendation and authorized a report be forwarded to the Finance Committee and City Council for consideration.

Attach.
c.c. Mr. Lou Sage, Chief Administrative Officer
Mr. R. Martiniuk, Manager, Architectural Division
Mr. R. Swan, Manager, Property Maintenance Division
Mr. M. F. Main, Director of Traffic Services
Mr. E. A. Simpson, City Clerk
Mr. E. C. Matthews, Treasurer
Mr. W. Selzer, Project Manager, Architectural Division

FOR ACTION

REPORT TO: Mr. M.C.J. Watson. Secretary
Accommodation Sub-Committee

FROM: Mr. D. W. Vyce
Director of Property

DATE: 1989 July 4
COMM FILE:
DEPT FILE: (2719)

SUBJECT: **Traffic Department - Renovations**
Basement and First Floor - City Hall

RECOMMENDATION:

1. That the Director of Property be authorized to proceed with renovations and rearrangements to space on the first and basement levels of City Hall at an estimated cost of $161,000.00 in order to accommodate the Traffic Department with adequate office space and relieve the severe overcrowded conditions.

2. That the cost of financing the renovations be allocated to capital Account Centre CF 318841201.

D. W. Vyce

FINANCIAL IMPLICATIONS:

The cost of renovations is provided for in the 1988 portion of the 1988-1992 Capital Budget.

BACKGROUND:

Renovations to space within City Hall to accommodate the Traffic Department in more acceptable surroundings and relieve it from its congested and overcrowded conditions was approved in principle by City Council on November 8, 1988 and was provided for in the 1988 portion of the 1988-1992 Capital Budget. The budget provides funding to the extent of $225,000.00 and is to include spacial improvements to the Traffic and Treasury Departments. The improvements detailed herein involve the first phase only -- the Traffic Department. Planning for the second phase improvements to the Treasury Department has commenced and will be reported to the Committee in the near future.

The proposed plan to improve the space of the Traffic Department involves not only improvements to their first floor premises, but also includes providing them with additional space in the basement level of City Hall to house the drafting section of the department.

Our report which follows outlines the details of the improvements, the benefits accrued and the estimated costs of undertaking all works associated thereto. The report is to be read in conjunction with the floor plan drawings prepared by the Architectural Division of the Property Department.

1. Improve and reallocate Basement Level space to accommodate relocation of Drafting Section of Traffic Department.

With some minor shuffling of individual department users of basement storage space and through general cleanup and some consolidation of space we have been able to provide an area in the basement level of City Hall, which when put in a finished state, will provide the Traffic Department with the additional space it requires to alleviate the grossly inadequate conditions of the Department caused by overcrowding. It is proposed to relocate the drafting division of the department to this area.

In order to provide for this basement level space, the City Clerks ballot box room must be relocated to a more remote corner of the building and in smaller quarters. This move, coupled with the minor relocation of the Planning Department and Architectural Division Storage materials will not only provide space to the Traffic Department, but will permit the paper storage and entire printing operation of the City Clerks Department to be contiguous to each other. From a functional standpoint, this is far more efficient.

The basement level space to be occupied by the Traffic Department is in an unfinished state at the moment. It is proposed to improve the space with adequate heating and ventilation, lighting, a drop ceiling; painted block walls, and floor covering.

Estimated Cost of Renovations to Basement Level Space

(a)	Property Maintenance costs including electrical, heating and ventilation changes, telephones, painting, floor coverings, shelving and doorway revisions.	$ 42,000
(b)	Furniture requirements computerized workstations and electrified privacy dividers.	$ 19,000
		$ 61,000

2. **Improve Space of Traffic Department**

The relocation of the Drafting Section of the Traffic Department to the basement level of City Hall will assist greatly in overcoming the crowded conditions which currently exist in the Traffic Department. It is proposed to improve the first floor space equal in quality to other space previously improved in recent years within the building including paint and wallpaper, carpet tile flooring, partition changes and furniture acquisition portable partitions and connecting desk tops, lateral file cabinets and chairs. This will provide the Department with a pleasing and professional working environment.

Estimated Cost of Renovations to Traffic Department - First Floor

(a)	Property Maintenance Costs - includes electrical and telephone changes, carpet tiles flooring, partition changes, painting and decorating	$ 45,000
(b)	Furniture requirements portable partitions and modular desk tops, lateral file cabinets, chairs	$ 55,000
	Total Estimated Cost - Traffic Department	**$161,000**

The advantages of proceeding with these improvements are many:

(1) a more efficient administration
(2) the elimination of unhealthy and crowded areas
(3) modernizes space in the building which has virtually remained unchanged, except for paint, for the past 27 years
(4) creates a more comfortable and professional working environment affecting 29 personnel.

It is proposed that the Property Maintenance Division staff will perform the actual construction together with the assistance of some outside trades. The project is expected to take two to three months to complete and depends highly upon the availability of furniture requirements.

c.c. - Mr. L. Sage, Chief Administrative Officer
- Mr. R. Martiniuk, Manager, Architectural Division
- Mr. R. Swan, Manager, Property Maintenance Division
- Mr. W. Selzer, Project Manager, Architectural Division
- Mr. M. Main, Director of Traffic Services
- Mr. E.A. Simpson, City Clerk
- Mr. E.C. Matthews, City Treasurer

5(a)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1989 July 6
COMM FILE:
DEPT FILE:

SUBJECT: **EMPLOYEE COMPUTER LITERACY INCENTIVE PROGRAM (ECLIP)**

RECOMMENDATION:

That the Hamilton Municipal Employees Credit Union be endorsed as the principal lending institution for employees choosing to participate in the Employee Computer Literacy Incentive Program. (ECLIP)

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

N/A

BACKGROUND:

Origin

Information Systems Committee Reports 3-89, Item 1, approved by Council March 28, 1989, recommended that the financing of bulk Personal Computer (PC) purchases pertaining to the ECLIP program be referred to the Finance Committees of both the City of Hamilton and the Region.

Analysis

Two methods of financing were considered;
(i) Internal loans to employees or
(ii) A financing program with a financial institution.

Total employee loans for this program are difficult to estimate, however, if 200 persons participated from each Corporation at an average of $5,000 per participant, the total could reach $1 million per organization. To finance such a program internally would create considerable administration workload, not only during the set-up period but throughout the program. By using the Hamilton Municipal Employees Credit Union as the recommended lending institution, both the City and Region could use the MSA payroll system to recapture the loan payments of the employees through the normal deduction process.

Analysis - Continued

Not only is the Credit Union an established organization used extensively by both City and Regional staff, but with the loan deduction availability in the payroll system, administration on behalf of the employer is minimized as well as maximizing employee services.

In conversation with Credit Union officials, they have indicated their full administrative support of the program in dealing with City, Region and the employees.

Financial Consideration

Since the employee loan would be with the Credit Union and not through the employer there is no financial burden on either City or Region. In addition, the Credit Union has competitive rates and a full range of services, including loans consolidation, direct deposit and is operated by employees for the employees.

c.c. Mr. G. W. Lawson, Treasurer and Commissioner
of Finance

5(b)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1989 July 10
COMM FILE:
DEPT FILE:

SUBJECT: **CONTRIBUTION OF $1,540 TO ASSOCIATION OF MUNICIPALITIES OF ONTARIO (AMO)**

RECOMMENDATION:

That a special one-time contribution to the Association of Municipalities of Ontario (AMO) in the amount of $1,540 representing one-half cent per capita, as requested by the AMO to all their members, to address the issue of Provincial grants, be charged to the Unclassified Expenditures Account.

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

Calculation of contribution is:

-- (approximate population) 308,000
-- divided by .005 = $1,540

BACKGROUND:

I was requested by the Secretary of the Finance Committee to prepare a report on the financing of this special contribution to AMO. Attached is a copy of the letter dated June 7, 1989, from AMO.

Att'd

cc. Mr. E. A. Simpson, City Clerk) from Mayor Bob Morrow, June 12th, 1989
Council Members)
Mr. John Thompson, Secretary - Finance Committee) Acting Secretary - Co-ordinating Committee

AMO

Association of Municipalities of Ontario

Suite 805 • 100 University Avenue, Toronto, Ontario M5J 1V6 • Telephone 593-1441

June 7, 1989

Mr. R. Morrow
Mayor
and Members of Council
City of Hamilton
71 Main St. W.
Hamilton, Ontario
L8N 3T4

Dear Mayor Morrow and Members of Council:

On March 30th the Association held a special meeting of its membership to address the provincial government's announcement to freeze unconditional grants paired with the ever increasing shift of provincial responsibilities to municipalities. Out of this meeting several resolutions were presented calling for AMO to develop a strategy to reverse these trends in provincial decisions.

At the June meeting of the AMO Board of Directors, a resolution was passed stating:

> *"that the Executive Committee and Board of Directors proceed immediately to develop a public communications strategy to convey to the general public the concerns of the municipalities as expressed in their recent special general meeting,"*
>
> *"that the Executive Committee and Board of Directors prepare a comprehensive budget of AMO funds to carry out the public communications program, and,"*
>
> *"that all AMO members be requested to make, on a voluntary basis, a one-time special contribution in the amount of ½ cent per capita of population or 1 cent per capita of population for separated municipalities towards the development and implementation of a public communications program."*

Never before in the 90 year history of our Association has there been such a clear and resounding message from the membership that something must be done about the crisis created by the Province. But the first step has to be to provide our members with the proper tools so that the public can be made aware of the impact the Province's decisions will have on all Ontario citizens.

I urge your Council to give serious consideration to these matters and to make the one-time special contribution. Cheques should be made payable to ***A.M.O. Contribution*** and sent to our offices.

Thank you.

Sincerely yours,

Stephen T. Clark

Stephen Clark
President

5(c)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1989 July 11
COMM FILE:
DEPT FILE:

SUBJECT: REQUEST FOR FINANCIAL ASSISTANCE -- HAMILTON VETERAN'S SERVICE LEAGUE AND SOCIAL CLUB

RECOMMENDATION:

That the request for financial assistance in the amount of $3,576 to the Hamilton Veteran's Service League and Social Club, being the lesser of their operating deficit for 1988 and the municipal portion of realty taxes, be approved and charged to account CH 53303-24102 "Veterans' Associations -- Municipal Tax Assistance".

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

1) $5,000 has been budgeted in 1989 for requests such as this.

2) The 1988 operating loss of $3,576 is less than the municipal portion of realty taxes for 1988 which amount to $6,448.

BACKGROUND:

On May 26, 1987, City Council adopted an amended policy with respect to tax exemptions to Veterans Clubs, as follows:

"6. (a) That the policy adopted by City Council September 29, 1981, with respect to tax exemptions to Veterans Clubs be amended to exclude the amounts, if any, of "depreciation on buildings" in the calculation of operating results of the organization, and to exclude the provision that the exemption be on the "basis of need", so that this policy now reads:

"That Veterans' Clubs be permitted to submit applications for tax exemptions on a year to year basis within the provisions of The Municipal Act and that these applications be considered on the basis of information in the financial statements and that the amount of the tax exemption, if granted, shall be the lesser of the actual operating deficit (excluding any amount for depreciation of buildings included in the operating results) or the municipal portion of the taxes."

(b) That the amendment be effective January 1, 1988."

On the basis of financial information provided by the organization, they qualify for financial assistance under the policy.

The Municipal Act restricts the number of years of assistance to each organization to a maximum of 10. The Hamilton Veterans Service League was granted assistance in the years 1945 to 1952 inclusive (8 years), and again in 1986 for a total of 9 years. If this present application for assistance is approved, it would be the last time this organization would be eligible for assistance under this policy.

FOR ACTION

5(a)

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1989 July 12
COMM FILE:
DEPT FILE:

SUBJECT: ***GROWTH RELATED CAPITAL FINANCING STUDY***

RECOMMENDATION:

That the Treasurer be authorized to include the City of Hamilton in a growth related capital financing study approved by Regional Council, to negotiate a fee relating to the City's requirements with the approved consultant Coopers & Lybrand Consultants Group and to submit a final recommendation for the approval of City Council at an early date.

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

Consultants fee to be negotiated.

BACKGROUND:

I enclose a report prepared by Mr. Lawson, Commissioner of Finance and Treasurer of the Region, dated May 3, 1989, which was approved by the Regional Council, appointing Coopers & Lybrand to conduct a growth related capital financing study in the amount of $100,000.

As you may recall the Treasurer of the city was requested to prepare a report on lot levies relating to information requested for the City of Hamilton Strategic Plan. Rather than prepare a report in isolation, and in view of the complexity and legal ramifications (recent and past legislation) on the subject of lot levies, I am recommending we engage Coopers & Lybrand to represent the position of the City of Hamilton as well as the Region. I would also request that Coopers review the City's position with respect to "Money in lieu of Parking" from the perspective of fairness to all property owners.

This whole recommendation has a flow through connection with our capital budget discussions of last spring where it was determined that external capital funds will be necessary to properly finance our ongoing capital program, and to reduce the cost of borrowing. Before any suggestions of altering the lot levy charge or changing the parking in lieu assessment are entertained, it is my suggestion that the entire subject be reviewed in order for council to make an informed judgement before any decision is taken.

Treasury staff will be assisting the consultant with this assignment.

Encl.

c.c. Mr. W. M. Carson, Chief Administrative Officer, Region
Mr. Lou Sage, Chief Administrative Officer, City
Mr. V. Abraham, Director Planning (Local - City Hall)
Mr. S. Spencer, Commissioner of Engineering
Mr. K. Anderson, Commissioner of Legal Services, Region
Mr. S. Ghanem, Director of Economic Development
Mr. G. Lawson, Commissioner of Finance

THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH

Department of Finance
119 King Street West, 14th floor
Hamilton, Ontario
Fax # (416) 526-8486

Mailing Address:
P.O. Box 910, Hamilton, Ontario
L8N 3V9

Refer to File No.
Attention of
Your File No.

Councillor A. Sloat, Chairman
and Members of the Finance & Personnel Commmittee

May 3, 1989
Fin #

SUBJECT: GROWTH RELATED CAPITAL FINANCING STUDY - CONSULTANTS SELECTION

PURPOSE:

The purpose of this report is to provide the Committee with background on the above study and the selection of consultants and to seek the Committee's concurrence in a recommended direction for actions with respect to the study and its objectives.

BACKGROUND

In 1986 the Regional Municipality of Hamilton-Wentworth adopted a policy and implemented by-law provisions to allow for growth related development charges. The policy also established a provision to review these charges every three years.

The Region's Management Team concluded the appropriate approach to accomplish overall objectives is to undertake a comprehensive review of the administrative procedures, legal considerations and alternate methods of funding of growth related development. The timing of this review coincides with a number of other related regional initiatives, including the already approved legal audit for the development process and a comprehensive audit being conducted in the Engineering Department. To this end, under the supervision of an interdepartmental technical co-ordinating committee, terms of reference for the study have been developed (attached) and a call for proposals made both directly and through newspaper advertising.

An evaluation of consultants was undertaken and interviews conducted. It was clear from the interview process that refinement of the proposals would be needed to fully meet Regional needs. It is therefore not possible to attach detailed costs and timetables to the report at this point in time. However, given the objective that the output from this study be available for incorporation into the 1990 Capital Budget and the time needed to effectively undertake the study, it is necessary that the Study be started by the beginning of June.

In order to accomplish this objective, it is recommended that staff be authorized to proceed with the commissioning of a study of growth related capital financing including the legal audit component through the Coopers & Lybrand Group; the total cost of which not to exceed $100,000. An appropriate provision for the study has already been allocated within the 1989 Capital Budget.

The initial estimate of the legal component, were it to be done on a stand alone basis, was between $50,00 & $100,000. Annual lot levy updating studies run between $50,000 & $100,000, so it is cost efficient as well as logical to conduct both components concurrently. Internal staff will be intimately involved in the study work and reporting to committee in due course.

This recommended course of action will allow completion within the time frame and permit the integration of conclusions within the 1990 Capital Budget.

RECOMMENDATION:

That approval be given to Coopers & Lybrand Consultants Group to conduct a Growth Related Capital Financing Study, in an amount not to exceed $100,000, to be financed from the Capital Budget Project Account # 1651907.

Respectfully submitted.

G. W. Lawson
Treasurer & Commissioner of Finance

JPB:em

cc: J. Thoms, Commissioner of Planning & Development
S. Spencer, Commissioner of Engineering
K. Anderson, Commissioner of Legal Services
S. Ghanem, Director of Economic Development

Doc Id. 0290C/77-78

5(e)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

Mr. J. Schatz
Secretary, Co-ordinating Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1989 July 12
COMM FILE:
DEPT FILE:

SUBJECT: ***THE HAMILTON HARBOUR COMMISSIONERS - FINANCIAL STATEMENTS***

RECOMMENDATION:

That the audited financial statements as at December 31, 1988, of The Hamilton Harbour Commissioners be received.

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

N/A

BACKGROUND:

The City Clerk with his memo dated June 8, 1989, forwarded the financial statements of The Hamilton Harbour Commissioners as at December 31, 1988, to the Treasurer indicating that these statements should be forwarded to the appropriate standing committees for examination and discussion. Accordingly, I am enclosing them for your inspection.

Briefly stated, these audited financial statements of the Commissioners indicate that the organization is in excellent financial condition as at December 31, 1988.

Encl.

THE HAMILTON HARBOUR COMMISSIONERS

FINANCIAL STATEMENTS

DECEMBER 31, 1988

Pannell
Kerr
MacGillivray

Pannell
Kerr
MacGillivray
Chartered Accountants

M.P.O. Box 679,
4 Hughson Street South,
Hamilton, Ontario L8N 3M5
Telephone: (416) 523-7732
Fax: 572-9333

AUDITORS' REPORT

To The Hamilton Harbour Commissioners

We have examined the balance sheet of The Hamilton Harbour Commissioners as at December 31, 1988 and the statements of revenue and expense, general capital and changes in cash resources for the year then ended. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as we considered necessary in the circumstances. Our audit complies with the provisions of The Hamilton Harbour Commissioners Act.

In our opinion, these financial statements present fairly the financial position of The Hamilton Harbour Commissioners as at December 31, 1988 and the results of its operations and the changes in its cash resources for the year then ended in accordance with the accounting policies described in note 1 to the financial statements applied on a basis consistent with that of the preceding year.

Pannell Kerr MacGillivray

Hamilton, Canada
April 4, 1989

CHARTERED ACCOUNTANTS

THE HAMILTON HARBOUR COMMISSIONERS

BALANCE SHEET

DECEMBER 31, 1988

A S S E T S

	1988	1987
CURRENT		
Cash	$ 524,332	$ 676,594
Accounts receivable	1,482,117	1,242,564
Accrued interest receivable	551,150	518,863
Inventory	70,286	60,856
Prepaid expenses	22,867	106,944
	2,650,752	2,605,821
INVESTMENTS APPROPRIATED FOR FUTURE HARBOUR IMPROVEMENTS (note 2)	12,406,964	9,425,200
FIXED (note 3)	34,500,578	33,603,207
	$ 49,558,294	$ 45,634,228

L I A B I L I T I E S

CURRENT		
Accounts payable and accrued liabilities	$ 466,023	$ 584,677
Current portion of long-term debt	50,000	50,000
	516,023	634,677
LONG-TERM (note 4)	525,000	575,000
TOTAL LIABILITIES	1,041,023	1,209,677

C A P I T A L

GENERAL CAPITAL	36,110,307	34,999,351
RESERVE FOR FUTURE HARBOUR IMPROVEMENTS (note 2)	12,406,964	9,425,200
	$ 49,558,294	$ 45,634,228

APPROVED BY THE COMMISSIONERS AND PORT DIRECTOR

Commissioner

Commissioner

Commissioner

Port Director

Pannell Kerr MacGillivray

THE HAMILTON HARBOUR COMMISSIONERS

STATEMENT OF GENERAL CAPITAL

FOR THE YEAR ENDED DECEMBER 31, 1988

	1988	1987
GENERAL CAPITAL - Beginning of year	$ 34,999,351	$ 30,200,915
EXCESS OF REVENUE OVER EXPENSE FOR THE YEAR	4,092,720	2,023,636
RESERVE FUNDS UTILIZED FOR HARBOUR IMPROVEMENTS		2,774,800
	39,092,071	34,999,351
ALLOCATION TO RESERVE FOR FUTURE HARBOUR IMPROVEMENTS	2,981,764	
GENERAL CAPITAL - End of year	$ 36,110,307	$ 34,999,351

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THE HAMILTON HARBOUR COMMISSIONERS

STATEMENT OF REVENUE AND EXPENSE

FOR THE YEAR ENDED DECEMBER 31, 1988

	1988	1987
REVENUE		
Operating revenue -		
Harbour operations	$ 1,699,808	$ 1,317,201
Terminals	4,826,531	2,540,575
Rental	2,317,148	1,897,260
Marine dockyard	1,121,674	1,017,674
Other income	1,285,392	1,176,723
	11,250,553	7,949,433
OPERATIONS		
Operating expense -		
Harbour operations	225,589	211,344
Terminals	2,549,587	1,731,744
Rental	343,173	286,319
Marine dockyard	717,859	676,155
Depreciation of docks, buildings and equipment	1,313,000	1,144,930
	5,149,208	4,050,492
GROSS OPERATING MARGIN	6,101,345	3,898,941
ADMINISTRATIVE, OFFICE AND GENERAL (page 9)	1,983,359	1,845,570
INTEREST ON LONG-TERM DEBT	25,266	29,735
	2,008,625	1,875,305
EXCESS OF REVENUE OVER EXPENSE FOR THE YEAR	$ 4,092,720	$ 2,023,636

Pannell
Kerr
MacGillivray

THE HAMILTON HARBOUR COMMISSIONERS

STATEMENT OF CHANGES IN CASH RESOURCES

FOR THE YEAR ENDED DECEMBER 31, 1988

	1988	1987
OPERATIONS		
Excess of revenue over expense	$ 4,092,720	$ 2,023,636
Items not affecting working capital		
Depreciation	1,313,000	1,144,930
Net loss (gain) on fixed asset disposals	879	(30,767)
Working capital derived from operations	5,406,599	3,137,799
Decrease (increase) in working capital -		
Accounts receivable	(239,553)	1,035,161
Accrued interest receivable	(32,287)	211,840
Inventory	(9,430)	15,070
Prepaid expense	84,077	(36,946)
Accounts payable	(118,654)	(897,417)
	5,090,752	3,465,507
INVESTING		
Fixed asset acquisitions	(2,212,050)	(5,755,047)
Proceeds on disposal of fixed assets	800	30,768
	(2,211,250)	(5,724,279)
FINANCING		
Repayment of long-term debt	(50,000)	(132,740)
Investments (appropriated) utilized for harbour improvements	(2,981,764)	2,774,800
	(3,031,764)	2,642,060
(DECREASE) INCREASE IN CASH RESOURCES	(152,262)	383,288
CASH RESOURCES - Beginning of year	676,594	293,306
CASH RESOURCES - End of year	$ 524,332	$ 676,594

1. SIGNIFICANT ACCOUNTING POLICIES

The Commissioners have adopted the following accounting policies:

(a) Revenue and expense are accounted for on the accrual basis.

(b) Fixed Assets and Depreciation

Fixed assets are recorded at acquisition cost. Depreciation is provided on a straight-line basis at a rate designed to amortize the cost over the useful life of the asset:

Docks and improvements	- 2%, 5%, 10%, 20%
Buildings	- 2-1/2%, 5%, 10%, 20%
Vessels and equipment	- 10%, 15%, 20%

(c) Inventory

Inventory is recorded at cost determined on a first-in, first-out basis, with appropriate provision for obsolescence.

(d) Grant Recognition

Capital grants are recorded, when receivable, as an increase in General Capital.

2. RESERVE FOR FUTURE HARBOUR IMPROVEMENTS

During the year, the Commissioners transferred $ 2,981,764 to the reserve for future harbour improvements. The balance in the reserve, amounting to $ 12,406,964, is set aside for future capital expenditures. The reserve funds are invested in short-term deposits.

In 1988, the Commissioners approved a five-year capital budget in the aggregate amount of $ 29,885,000.

3. FIXED ASSETS

	Cost	Accumulated Depreciation	Net Book Value 1988	Net Book Value 1987
Land, docks and harbour improvements	$ 36,542,853	$ 10,035,354	$ 26,507,499	$ 27,024,380
Buildings	8,242,408	5,849,530	2,392,878	2,216,852
Equipment and vessels	4,905,911	4,154,680	751,231	676,766
Capital development in progress	4,848,970		4,848,970	3,685,209
	$ 54,540,142	$ 20,039,564	$ 34,500,578	$ 33,603,207

4. LONG-TERM DEBT

	1988	1987
Debentures payable -		
Government of Canada, 4-1/8%, to be paid before the year 2005	$ 575,000	$ 625,000
Current portion	50,000	50,000
	$ 525,000	$ 575,000

The Commissioners are repaying the principal sum at $ 50,000 per annum.

THE HAMILTON HARBOUR COMMISSIONERS

SCHEDULE OF REVENUE

FOR THE YEAR ENDED DECEMBER 31, 1988

	1988	1987
REVENUE		
Harbour operations -		
Cargo rates	$ 1,667,365	$ 1,311,561
Other income	32,443	5,640
	1,699,808	1,317,201
Terminals -		
Warehousing and handling	4,362,331	2,291,964
Equipment	441,807	243,066
Other income	22,393	5,545
	4,826,531	2,540,575
Rental income -		
Piers and property	1,336,584	1,195,762
Buildings	740,653	499,551
Rights of way	76,579	78,961
Side wharfage	163,332	122,986
	2,317,148	1,897,260
Marine dockyard	1,121,674	1,017,674
Other income -		
Recovery of (provision for) prior years' expenses	6,721	(3,696)
Profit (loss) on fixed asset disposals	(879)	30,767
Interest on deposit receipts	969,275	1,038,443
Interest on savings	48,141	30,733
Interest - other	9,652	5,375
Landfill fees	252,482	75,101
	1,285,392	1,176,723
TOTAL REVENUE	$ 11,250,553	$ 7,949,433

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Kerr
MacGillivray

THE HAMILTON HARBOUR COMMISSIONERS

SCHEDULE OF OPERATING EXPENSE

FOR THE YEAR ENDED DECEMBER 31, 1988

	1988	1987
OPERATING EXPENSE		
Harbour operations -		
Harbour control and marine safety	$ 203,690	$ 173,664
Vessel operations	21,899	37,680
	225,589	211,344
Terminals -		
Salaries and wages	1,673,424	1,101,605
Equipment operating expenses	508,591	369,085
Other operating expenses	367,572	261,054
	2,549,587	1,731,744
Rental expenses -		
Realty taxes	36,089	33,188
Other operating expenses	307,084	253,131
	343,173	286,319
Marine dockyard		
Salaries and wages	389,740	350,140
Materials, gasoline and sublets	198,293	220,015
Other operating expenses	129,826	106,000
	717,859	676,155
Depreciation of docks, buildings and equipment	1,313,000	1,144,930
TOTAL OPERATING EXPENSE	$ 5,149,208	$ 4,050,492

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THE HAMILTON HARBOUR COMMISSIONERS

SCHEDULE OF ADMINISTRATIVE, OFFICE AND GENERAL

FOR THE YEAR ENDED DECEMBER 31, 1988

	1988	1987
ADMINISTRATIVE, OFFICE AND GENERAL		
Commissioners' remuneration	$ 28,000	$ 22,000
Management and office salaries	426,392	340,377
Office expenses and car allowances	160,152	123,363
Workers' compensation and unemployment insurance	140,812	115,467
Contributions to employees pension, group and medical plans	428,020	360,420
Professional fees	61,918	96,877
Trade development and public relations	188,975	216,107
Engineering and maintenance	296,069	317,314
Fire and general insurance	169,181	185,372
Travelling expenses	50,356	39,641
Sailing programme (net)	33,484	28,632
TOTAL ADMINISTRATIVE, OFFICE AND GENERAL	$ 1,983,359	$ 1,845,570

FIXED ASSETS

FOR THE YEAR ENDED DECEMBER 31, 1988

FIXED ASSETS	Cost at Dec.31/87	Additions	Deductions	Cost at Dec.31/88
LAND, DOCKS AND HARBOUR IMPROVEMENTS				
Harbour land	$ 5,437,181	$ 172,298	$	$ 5,609,479
Harbour waterways -				
Harbour channels	761,050			761,050
Harbour real estate -				
Water lots	1			1
Water lots	1			1
Sand deposits	1			1
Park area, police basin	17,118			17,118
	17,121			17,121
Wharves, piers and floats -				
Pier # 8, Centennial	1,758,004			1,758,004
Pier #10, Wellington Street	3,133,076			3,133,076
Pier #11, Victoria Avenue	1,368,110			1,368,110
Pier #12, Emerald Street	6,497,600			6,497,600
Pier #14, Ship Street	1,964,261			1,964,261
Pier #23, Strathearne Avenue	2,997,601			2,997,601
Pier #24, Strathearne Avenue	952,667			952,667
Pier #25, Bayside	4,547,865			4,547,865
Pier #26, Bayside	1			1
Pier #27, Bayside	1			1
Pier #28, Bayside	1			1
Other wharves and marinas	880,982			880,982
	24,100,169			24,100,169
Equipment - wharves, piers and floats	1,315,758			1,315,758
Railway system tracks	1,673,646			1,673,646
Roads, parking lots and paved areas	2,444,713	76,795		2,521,508
Fences	103,894	2,750		106,644
Improvements - sewers	437,478			437,478
TOTAL OF LAND, DOCKS AND HARBOUR IMPROVEMENTS	$ 36,291,010	$ 251,843	$	$ 36,542,853
CAPITAL DEVELOPMENT IN PROGRESS				
Pier 26/27	$ 3,685,209	$ 1,163,761	$	$ 4,848,970

THE HAMILTON HARBOUR COMMISSIONERS

DEPRECIATION

FOR THE YEAR ENDED DECEMBER 31, 1988

DEPRECIATION	Accumulated Dep'n at Dec. 31/87	Dep'n 1988	Reduction 1988	Accumulated Dep'n at Dec. 31/88
LAND, DOCKS AND HARBOUR IMPROVEMENTS				
Harbour land	$ -	$	$	$ -
Harbour waterways -				
Harbour channels	-			-
Harbour real estate -				
Water lots	-			-
Water lots	-			-
Sand deposits	-			-
Park area, police basin	-			-
	-			-
Wharves, piers and floats -				
Pier # 8, Centennial	749,287	38,945		788,232
Pier #10, Wellington Street	1,398,365	63,482		1,461,847
Pier #11, Victoria Avenue	599,321	27,927		627,248
Pier #12, Emerald Street	1,527,014	130,687		1,657,701
Pier #14, Ship Street	849,208	47,987		897,195
Pier #23, Strathearne Avenue	1,340,156	60,320		1,400,476
Pier #24, Strathearne Avenue	396,499	19,676		416,175
Pier #25, Bayside	181,914	90,957		272,871
Pier #26, Bayside				
Pier #27, Bayside				
Pier #28, Bayside				
Other wharves and marinas	693,974	12,150		706,124
	7,735,738	492,131		8,227,869
Equipment - wharves, piers and floats	461,055	90,735		551,790
Railway system tracks	270,427	47,808		318,235
Roads, parking lots and paved areas	655,861	111,278		767,139
Fences	60,369	4,898		65,267
Improvements - sewers	83,180	21,874		105,054
TOTAL OF LAND, DOCKS AND IMPROVEMENTS	$ 9,266,630	$ 768,724	$	$ 10,035,354
CAPITAL DEVELOPMENT IN PROGRESS				
Pier 26/27	$ -	$	$	$ -

Pannell Kerr MacGill

THE HAMILTON HARBOUR COMMISSIONERS

FIXED ASSETS

FOR THE YEAR ENDED DECEMBER 31, 1988

- 2 -

FIXED ASSETS	Cost at Dec.31/87	Additions	Deductions	Cost at Dec.31/88
BUILDINGS				
Permanent sheds -				
Wellington Street Sheds #1 and #2 & L.T. Garage	$ 296,813	$	$	$ 296,813
Wellington Street Sheds #3 and #4	207,562			207,562
Wellington Street Shed #5	896,616			896,616
Centennial Terminal #7	122,611			122,611
Centennial Terminal #5	368,699			368,699
Centennial Terminal #6	464,779			464,779
C.S.L. Terminal - Pier #24	1,277,586			1,277,586
Fertilizer Terminal Pier #25	1,532,307	86,291		1,618,598
	5,166,973	86,291		5,253,264
Other harbour buildings -				
Administration building	1,350,758			1,350,758
Wellington Street office building	299,774			299,774
Marine garage	105,700			105,700
Aids to navigation building	21,697			21,697
Wentworth Street office building	50,610			50,610
Harbour shops	252,422			252,422
Brewery building	340,297			340,297
Truck terminal	84,951			84,951
Other buildings	96,694	3,927		100,621
Shop - Pier #25	10,166	372,148		382,314
	2,613,069	376,075		2,989,144
TOTAL BUILDINGS	$ 7,780,042	$ 462,366	$	$ 8,242,408

THE HAMILTON HARBOUR COMMISSIONERS

DEPRECIATION

FOR THE YEAR ENDED DECEMBER 31, 1988

- 2 -

DEPRECIATION	Accumulated Dep'n at Dec. 31/87	Dep'n 1988	Reduction 1988	Accumulated Dep'n at Dec. 31/88
BUILDINGS				
Permanent sheds -				
Wellington Street Sheds #1 and #2 & L.T. Garage	$ 244,785	$ 6,901	$	$ 251,686
Wellington Street Sheds #3 and #4	207,560			207,560
Wellington Street Shed #5	896,616			896,616
Centennial Terminal #7	111,944	3,553		115,497
Centennial Terminal #5	349,194	3,251		352,445
Centennial Terminal #6	455,394	1,877		457,271
C.S.L. Terminal - Pier #24	1,184,866	10,209		1,195,075
Fertilizer Terminal - Pier #25		161,860		161,860
	3,450,359	187,651		3,638,010
Other harbour buildings -				
Administration building	995,790	40,387		1,036,177
Wellington Street office building	299,772			299,772
Marine garage	105,165	535		105,700
Aids to navigation building	21,697			21,697
Wentworth Street office building	50,609			50,609
Harbour shops	227,842	6,372		234,214
Brewery building	272,448	17,015		289,463
Truck terminal	50,970	8,495		59,465
Other buildings	88,511	4,357		92,868
Shop - Pier #25	27	21,528		21,555
	2,112,831	98,689		2,211,520
TOTAL BUILDINGS	$ 5,563,190	$ 286,340	$	$ 5,849,530

THE HAMILTON HARBOUR COMMISSIONERS

FIXED ASSETS

FOR THE YEAR ENDED DECEMBER 31, 1988

- 3 -

FIXED ASSETS	Cost at Dec. 31/87	Additions	Deductions	Cost at Dec. 31/88
VESSELS				
Derrick Barge, Cargo Master	$ 254,447	$	$	$ 254,447
Ice patrol boat	5,820			5,820
Pilot boat Judge McCombs	19,354			19,354
Sailing programme	84,255	25,338		109,593
40 foot cruiser	117,432			117,432
Harbour launch - Bertram	24,591			24,591
	505,899	25,338		531,237
EQUIPMENT ON VESSELS	39,610			39,610
TOTAL OF VESSELS	545,509	25,338		570,847
EQUIPMENT				
Harbour	26,690			26,690
Operational	3,230,855	292,202	5,994	3,517,063
Sheds	173,872			173,872
Other buildings	34,464			34,464
Offices	262,025	14,032		276,057
Automotive	164,371	374		164,745
Miscellaneous	140,039	2,134		142,173
TOTAL OF EQUIPMENT	4,032,316	308,742	5,994	4,335,064
TOTAL OF VESSELS AND EQUIPMENT	$ 4,577,825	$ 334,080	$ 5,994	$ 4,905,911
TOTAL ALL FIXED ASSETS	$ 52,334,086	$ 2,212,050	$ 5,994	$ 54,540,142

THE HAMILTON HARBOUR COMMISSIONERS

DEPRECIATION

FOR THE YEAR ENDED DECEMBER 31, 1988

- 3 -

DEPRECIATION	Accumulated Dep'n at Dec.31/87	Dep'n 1988	Reduction 1988	Accumulated Dep'n at Dec.31/88
VESSELS				
Derrick Barge, Cargo Master	$ 254,447	$	$	$ 254,447
Ice patrol boat	5,820			5,820
Pilot boat Judge McCombs	19,354			19,354
Sailing programme	44,186	10,960		55,146
40 foot cruiser	91,611	11,743		103,354
Harbour launch - Bertram	12,295	2,459		14,754
	427,713	25,162		452,875
EQUIPMENT ON VESSELS	34,165	1,952		36,117
TOTAL OF VESSELS	461,878	27,114		488,992
EQUIPMENT				
Harbour	26,074	36		26,110
Operational	2,891,393	175,298	4,315	3,062,376
Sheds	173,870			173,870
Other buildings	30,507	471		30,978
Offices	138,274	21,079		159,353
Automotive	103,950	18,890		122,840
Miscellaneous	75,113	15,048		90,161
TOTAL OF EQUIPMENT	3,439,181	230,822	4,315	3,665,688
TOTAL OF VESSELS AND EQUIPMENT	$ 3,901,059	$ 257,936	$ 4,315	$ 4,154,680
TOTAL ALL FIXED ASSETS	$ 18,730,879	$ 1,313,000	$ 4,315	$ 20,039,564

Pannell
Kerr
MacGillivray

5(f)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1989 July 13
COMM FILE:
DEPT FILE:

SUBJECT: **CHRISTIAN HOME ASSOCIATION OF MOUNT HAMILTON**

RECOMMENDATION:

That the request from the Christian Home Association of Mount Hamilton that the City of Hamilton support and approve a Private Members Bill to change the factor used as a basis for their assessment be tabled, pending the results of a study being undertaken on the reassessment of non profit apartments by the Affordable Housing Task Force.

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

BACKGROUND:

The City of Hamilton has received a request from the Christian Home Association of Mount Hamilton for support of a Private Members Bill which would change the factor used for determining the assessed value from 25.532% of market value to 10.469% of market value. This would mean that rather than being assessed as a single multiple family dwelling the units would be assessed as owner occupied single family residences.

This Association is a non-profit Corporation which owns and operates 52 units of low income housing known as the Wellingstone Christian Home at 1415 Upper Wellington Street for persons over 65 years of age and for handicapped persons. The Home is presently assessed at $163,900 and if approval was granted, their assessment would decrease to $128,056, a reduction of $35,844 in assessment. The resulting loss in taxation revenues in 1989 would be approximately $11,600 of which the City's share would be $3,150.

The Christian Home Association is requesting consideration similar to that granted to the St. Elizabeth Home Society in 1986 when they were successful in obtaining Private Legislation which changed their assessment from single multiple family dwellings to separate single family units.

The request for support of this proposed Private Member's Bill has also been made to the Boards of Education and the Regional Municipality of Hamilton Wentworth. The Boards of Education have not yet made a recommendation on this matter; however, the Regional Finance Committee dealt with this issue on June 14, 1989 and recommended to Regional Council (based on a recommendation from the Regional Treasurer that support of this request not be approved) that the entire question of reassessment of non-profit apartments be referred to the Affordable Housing Task Force. This resolution was approved by Regional Council on June 20, 1989.

There are presently 16 non-profit senior citizen homes located throughout the Region and if the Education and Municipal Bodies support this Legislation, there is a strong possibility that the other non-profit senior citizen homes will also request a change in the basis of their assessment. Also, it should be noted that senior citizens receive a provincial grant of $600 in lieu of property taxes paid for accommodation whether the unit is rented or owned.

Accordingly, I am recommending that no action be taken on the request from the Christian Home Association of Mount Hamilton until the matter has been appropriately dealt with by the Affordable Housing Task Force.

c.c. Mr. G. Lawson, Commissioner of Regional Finance

5(g)

FOR INFORMATION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1989 July 12
COMM FILE:
DEPT FILE:

SUBJECT: **IMPACT OF FEDERAL AND PROVINCIAL BUDGETS ON THE CITY OF HAMILTON ESTIMATES**

BACKGROUND:

The approximate impact of this year's Federal and Provincial budgets on the City's estimates for 1989 and 1990 onward are summarized as follows:

	1989	1990+
Federal changes		
U.I.C. Premiums	$ -	$350,000
Accelerated Tax remittances	-	26,000
Sales Tax	75,000	150,000
	75,000	526,000
Provincial changes		
Tire tax/Vehicle Registration	5,000	10,000
Employer/Health Levy (replacing OHIP Premiums)	-	270,000
	5,000	280,000
Fuel Tax (Federal and Provincial)	12,000	36,000
Total Estimated Impact	**$92,000**	**$842,000**

The additional funds required for 1989 estimated at $92,000 must be absorbed in the operating budgets and hopefully will be offset by savings in other areas.

The 1990 additional required funds, however, will be included in the 1990 estimates and may impact as much as 1% increase in the mill rate for City services.

If I am entitled to editorialize, this is another instance of the other two levels of government attempting to balance their books at the expense of local municipalities.

E. C. Matthews

6.

Corporation of the City of Hami

Memorandum

****

TO: Chairman and Members
Finance Committee

YOUR FILE:

FROM: John Thompson, Secretary
Finance Committee

OUR FILE:
PHONE: 526-2729

SUBJECT: GRANT APPLICATION FOR CARI-CAN FESTIVAL

DATE: 1989 July 13

Attached is a copy of a letter from Reverend Henderson Nurre, Cari-Can Festival dated 1989 June 27 requesting that the Finance Committee reconsider its decision to take no action on their grant application as it was received after the 1989 March 10 deadline.

At its meeting held 1989 February 28, City Council, on the recommendation of the Finance Committee approved that only those general grant applications submitted by 1989 March 10 will be considered for possible funding in order to fairly allocate the 1989 Grants Budget. The Cari-Can Festival application for $40 000 was received 1989 April 10.

At its meeting held 1989 May 23, the Finance Committee received a report of the Grants Co-ordinator dated 1989 May 11 summarizing the requests that were received after 1989 March 10 which included the Cari-Can Festival application.

John Thompson

JT:mjw

Attachment

TO: Finance Committee - From Mayor Morrow

CARI-CAN  FESTIVAL

HAMILTON

June 27, 1989

The Finance Committee
The Corporation of the City
of Hamilton
City Hall, Hamilton, Ont.

Re: Grant application for
Cari-Can Festival

Ladies/Gentlemen:

It is with great consternation, disappointment and concern that we appeal to you with respect to the decision "not to take any action with respect to the subject application". It is our understanding that there are applications which were received subsequent to the suggested deadline and were given consideration and indeed funds. There are precedents for the City of Hamilton supporting other groups whose activities do not reflect as wide a heritage across the city and region, and some who do reflect as wide a heritage with a different focus, who have received support from the city after the fact.

The Cari -Can Festival has lived up to its mandate, although receiving only token financial support from the city. This is the fourth year of the festival which has survived with great difficulties. One remembers very vividly what was imputed in the statements of some aldermen especially during the discussion of our first application. One remembers that during our first year we co-operated with the city with its "Waterfront Festival". We were rained out, yet we received no help from the city except for three thousand dollars. The following year a similar set of circumstances arose with another festival in the city and upon another application to the city that same year the festival in question received a further sum in excess of twenty thousand dollars to offset its deficit. To date the Cari-Can Festival which has a current deficit in excess of forty thousand dollars over its short life has received from the city a grand total of eleven thousand dollars over three years. This would hardly appear to be fair. We are all taxpayers and if one were to suggest that the committee is exercising prudent control over taxpayers' money, then it should do so more fairly. The ugly question of "where do the members of the committe live?" Ladies/Gentlemen examination of the taxrolls would indicate that the committee members, although some are not living in Hamilton, pay more taxes to the city of Hamilton than some of those who have raised the ugly question.

.....2

109 Smith Avenue, Hamilton, Ontario L8L 5P2 • Tel:529-9144 529-9494

CARI-CAN FESTIVAL

HAMILTON

....2
June 27, 1989

Again, Ladies/Gentlemen, the Cari-Can Festival has fullfilled its mandate with respect to its cultural goals. Unlike Caribana in Toronto which excludes other heritages from that of the Caribbean the Cari-Can Festival seeks to promote and does promote a multicultural approach with its focus on the caribbean. This year, as last year, it will have a number of other cultural groups who are not from the Caribbean, i.e. Greek, Italian, Porgugues, Korean, Japanese, Latin=American, Native Indians. This shows that the multicultural ethno-cultural approach can lead to a better understanding amongst peoples thereby assisting to remove the dreadful disease of bigotry.

It is our view that the festival this year will attract over 100,000 people over the three days. The festival has come a long way in a very short time. The festival is not being produced for the benefit of the committee, rather it is being produced for the benefit of the City of Hamilton, We have heard congratulatory comments with respect to its organization and control. We have endeavoured to produce a clean, fun-filled festival with the emphasis on "Culture" NOT "COMMERCE". Therefore the absence of the city's financial support, NOT TOKEN support, must give rise to some disturbing questions.

Ladies/Gentlemen we must prevail upon you that the prime facie examination of the circumstances and evidence at hand does highlight some very disturbing concerns. Again we pry that the committe reconsider its decision and gives consideration to the application. Further we are requesting an opportunity to present our case to the council of the City of Hamilton.

Yours very truly,

Per

Cari-Can Committee

109 Smith Avenue, Hamilton, Ontario L8L 5P2 • Tel:529-9144 529-9494

FOR ACTION

7.

REPORT TO: Chairman and Members
Finance Committee

FROM: John Thompson, Secretary
Finance Committee

DATE: 1989 July 13
COMM FILE:
DEPT FILE:

SUBJECT:

Approved Settlement of Claims.

RECOMMENDATION:

That the attached Summary Report containing a listing and amounts of approved Settlement of Claims be received and that a copy be forwarded to City Council for information in accordance with approved policy.

John Thompson
.....

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

See amounts detailed in attached Summary Report.

BACKGROUND:

In order to expedite the Settlement of Claims by outside solicitors and save claim costs due to delays, City Council at its meeting held 1988 July 26, in adopting Section 3 of the TWELFTH Report of the Finance Committee, approved a signing limitation policy authorizing the City Solicitor, Director of Public Works and the Chief Administrative Officer to process and approve Settlement of Claims of up to $10 000. This policy requires that the approved Settlement of Claims be reported to the Finance Committee and City Council for information only.

Attachment

FINANCE COMMITTEE

SUMMARY OF APPROVED SETTLEMENT OF CLAIMS

PLAINTIFF	DEFENDANT	NATURE OF CLAIM	AMOUNT OF SETTLEMENT
Vida Pejic	City of Hamilton	Fall on Roadway 1988 February 20	$ 6 822.50
Balcomb	City of Hamilton	Motor Vehicle Accident 1987 May 12	$ 6 325.00
Mrs. Restauri	City of Hamilton	Accident Involving Street Sign Pole 1988 July 01	$ 7 500 and Allowable Disbursements
City of Hamilton and Mr. Arruda	Stanley Phillips, Royal Insurance, Wellington Insurance, Defendants The Personal Insurance Company and Firestone Canada, Third Parties	Motor Vehicle Accident April, 1983	$ 9 698.93
Mrs. Ross	City of Hamilton	Trip and Fall 1987 July 17	$ 1 000

E. A. SIMPSON
CITY CLERK

K. E. AVERY
DEPUTY CITY CLERK

CITY HALL
HAMILTON, ONTARIO
L8N 3T4

THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK

1989 August 18

NOTICE OF MEETING

Finance Committee
Tuesday, 1989 August 22
2:00 o'clock p.m.
Room 233, City Hall

John Thompson, Secretary
Finance Committee

JT:mjw

AGENDA

1. Approval of the Minutes of the Meeting of the Finance Committee held 1989 July 18.

2. MANAGER OF PURCHASING

   (a) Replacement of One (1) Mini Window Van Unit No. 9008, Central Garage

   (b) Replacement of One (1) 6^3 Yard Cement Mixer Unit No. 9456, Central Garage

   (c) Purchase of New Aluminum Body for Vehicle No. 1659, Hamilton Fire Department

   (d) Refurbishing of Carriage House - Balfour Estate

   (e) Purchasing Management Association of Canada National Conference (Information Only)

3. PERSONNEL COMMITTEE

Reporting Relationship and Roles and Responsibilities for the Internal Auditor

4. TREASURER

(a) Interim Financing of the Total Legal Department Overdraft

(b) Request for Additional Repair to Fire Department Pumper No. 8

5. APPROVED SETTLEMENT OF CLAIMS

6. NEW BUSINESS

7. PRIVATE AND CONFIDENTIAL (SEE ATTACHED AGENDA)

8. ADJOURNMENT

OUTSTANDING ITEMS

FINANCE COMMITTEE

	ITEM	ORIGINAL DATE	ACTION	STATUS
1.	Vehicle Fleet Leasing Proposal	1988 October	Treasurer	Report Pending
2.	Financial Statements of the Hamilton Harbour Commissioners	1989 July 18	Tabled	Further Review 1989 Sept. 19
3.	Business Tax Relief for Qualifying Areas of Commercial Strips	1989 July 18	C.A.O.	Report Pending
4.	Christian Home Association of Mount Hamilton	1989 July 18	Affordable Housing Task Force	Report Pending

Tuesday, July 18, 1989
2:00 o'clock p.m.
Room 233, City Hall

The Finance Committee met.

There were present: Alderman Wm. M. McCulloch, Chairman
Mayor R. M. Morrow
Alderman T. Cooke
Alderman G. Copps
Alderman F. Lombardo
Alderman J. Smith
Alderman J. Gallagher
Alderman T. Murray

Absent with Regrets: Alderman D. Drury, Vacation

Also present: Mr. L. Sage, Chief Administrative Officer
Mr. E. C. Matthews, Treasurer
Mr. J. J. Schatz, Acting Secretary

Approval of the Minutes of the Meeting 1989 June 20

The minutes of the meeting June 20, 1989 were received and adopted as circulated to the Members.

Approval of Various Purchase Orders

As recommended by the Manager of Purchasing in a report dated June 21, 1989, the Committee agreed to recommend to City Council that a purchase order be issued to Superior Boiler Works & Welding Ltd., Hamilton, in the amount of $13 990 for the removal of swimming pool tanks and equipment at Bennetto Pool, in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation.

NOTE: Only quotation received. Funds provided in Operating Maintenance Account No. CH56103 31330.

As recommended by the Manager of Purchasing in a report dated June 21, 1989, the Committee agreed to recommend to City Council that a purchase order be issued to Bravo Cement Contracting Ltd., Stoney Creek, in the amount of $12 500 for concrete repairs at Bennetto Pool, in accordance with Vendor's quotation.

NOTE: Lowest of three (3) quotations received. Funds provided in Operating Maintenance Account No. CH56103 31330.

As recommended by the Manager of Purchasing in a report dated July 12, 1989, the Committee agreed to recommend to City Council that a purchase order be issued to Stadwick's Limited, Hamilton, in the amount of $35 278 for the installation and supply of vinyl tile at the Scott Park Arena in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation.

NOTE: Only quotation acceptable of four (4) quotes received as per Purchasing Policy. Funds provided in Work-in-Progress Account No. CF708741003, Scott Park Renovations.

Approval of Various Purchase Orders

As recommended by the Manager of Purchasing in a report dated July 12, 1989, the Committee agreed to recommend to City Council that a purchase order be issued to Western Plumbing & Heating, Hamilton, in the amount of $44 669 for the installation of heating equipment at fire stations no. 8 (400 Melvin Avenue) and no. 12 (779 Upper Wentworth Street), in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation.

NOTE: Only quotation received. Funds provided in Operating Maintenance Account No. CH56103 31330.

As recommended by the Manager of Purchasing in a report dated July 28, 1989, the Committee agreed to recommend to City Council that a purchase order be issued to Drummond McCall Inc., Hamilton, in the amount of $17 956.10 plus provincial sales tax at 8%, for the supply and delivery of hollow structural steel posts, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of six (6) tenders received. Funds provided in Stores Inventory Account No. CH56103 28999.

As recommended by the Manager of Purchasing in a report dated June 23, 1989, the Committee agreed to recommend to City Council that a purchase order be issued to O'Neil's Farm Equipment, Binbrook, in the amount of $19 899 for the replacement of five (5) 96" heavy duty pull type rotary Woods Mowers, Units No. 9921, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest acceptable of five (5) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account No. RF55006 25201.

As this equipment was required immediately for the grass cutting season, the above was processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

As recommended by the Manager of Purchasing in a report dated June 26, 1989, the Committee agreed to recommend to City Council that a purchase order be issued to Allan Fyfe Equipment Limited, Concord, in the amount of $37 797 plus applicable taxes for the replacement of one (1) industrial diesel stump cuter unit no. 9629 for Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of two (2) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account No. RF55006 25201.

As this equipment was required as soon as possible, the above was processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

Approval of Various Purchase Orders

As recommended by the Manager of Purchasing in a report dated June 27, 1989, the Committee agreed to recommend to City Council that a purchase order be issued to Hamilton Hydronics Ltd., Hamilton, in the amount of $21 795 plus 8% provincial sales tax, for the purchase of three (3) pool filters, Bennetto Pool, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of two (2) tenders received. Funds provided in Operating Maintenance Account No. CH56103 31330.

These filters are required for the shutdown 1989 August 14 and as delivery is 6 to 8 weeks, the above was processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

As recommended by the Manager of Purchasing in a report dated July 06, 1989, the Committee agreed to recommend to City Council that a purchase order be issued to Western Plumbing & Heating, Hamilton, in the amount of $64 900 for the installation and piping of pool equipment at the Bennetto Recreation Centre in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation.

NOTE: Only quotation received. Funds provided in Operating Maintenance Account No. CH56103 31330.

Because this work is to be scheduled for the August pool shut-down, the above was processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

As recommended by the Manager of Purchasing in a report dated July 12, 1989, the Committee agreed to recommend to City Council that a purchase order be issued to Meszaros Wrecking, Brantford, in the amount of $12 700 for the immediate demolition of buildings and clean up at the address known as 189 Park Row Avenue North, Hamilton, in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation.

NOTE: Lowest of three (3) quotations received. Funds provided in Account No. CH15411 00001, Order of the Building Commissioner.

Because this property has been declared unsafe and should be demolished as soon as possible, the above was processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

Approval of Various Purchase Orders

As recommended by the Manager of Purchasing in a report dated June 23, 1989, the Committee agreed to recommend to City Council that a purchase order be issued to G. C. Duke Equipment, Burlington, in the amount of $19 692.72 for the replacement of six (6) 92" heavy duty 3 point hitch Flail Mott Mowers, Units No. 9921, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest acceptable of six (6) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account No. RF55006 25201.

As this equipment was required immediately for the grass cutting season, the above was processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

Report of Alderman B. Hinkley re: Business Tax Relief for Businesses in Commercial Strip Areas

Copies of a letter dated July 7, 1989 from Alderman B. Hinkley suggesting that a study be undertaken relative to the merits of a form of business tax relief for remaining businesses in commercial strip areas which experience a continually high rate of business vacancies, were distributed to the Members.

Alderman Hinkley in addressing the Committee, submitted that while he appreciates that a business tax adjustment in itself won't ensure continued occupancy, he feels that this might be a first step the City could take in establishing effective programs to assist small businesses in these commercial strip areas.

Following considerable discussion, the Committee generally concluded that the review should not be specifically related to business tax adjustments but rather to any ways and means the City might assist in ensuring high occupancy rate for the businesses in the commercial strip areas.

The Canadian Tribute to Human Rights

Mr. J. Sadowski, Executive Director of the Canadian Tribute to Human Rights appeared before the Committee in connection with that organization's request for funding of a monument to human rights proposed to be built in Ottawa. Mr. Sadowski advised that the total project cost $660 000.

Following considerable discussion, the Committee agreed to recommend to City Council that no action be taken on the request for funding and that the Canadian Tribute to Human Rights Organization be urged to approach the appropriate federal authorities for funding for this project.

Accommodations Sub-Committee - Renovations and Rearrangements to Space on the First and Basement Levels of City Hall - Traffic Department

As recommended by the Accommodations Sub-Committee in a report dated July 10, 1989, the Committee authorized the Director of Property to proceed with renovations and rearrangements to space on the first and basement levels of City Hall to accommodate the Traffic Department with adequate office space at a total estimated cost of $161 000.

In was noted that this project is part of the capital project approved by City Council on November 8, 1988 at a total estimated cost of $225 000.

Employee Computer Literacy Program - Hamilton Municipal Credit Union - Principal Lending Institution

As recommended by the Treasurer in a report dated July 6, 1989, the Committee agreed to recommend to City Council that the Hamilton Municipal Employees Credit Union be endorsed as the principal lending institution for employees wishing to participate in the Employee Computer Literacy Incentive Program.

A.M.O. - Special Financial Contribution

As recommended by the Treasurer in a report dated July 10, 1989, the Committee agreed to recommend to City Council that a special one-time contribution be made to the Association of Municipalities of Ontario (AMO) in the amount of $1 540 representing one half cent per capita, as requested by the AMO to all their members, to address the issue of Provincial grants.

Hamilton Veteran's Service League and Social Club - Request for Financial Assistance

As recommended by the Treasurer in a reported dated July 11, 1989, the Committee agreed to recommend to City Council that the request for financial assistance in the amount of $3 576 to the Hamilton Veteran's Service League and Social Club, being the lesser of their operating deficit for 1988 and the municipal portion of realty taxes, be approved and charged to account no. CH53303 24102 "Veterans' Associations, Municipal Tax Assistance".

Growth Related Capital Financing Study

Copies of a report dated July 12, 1989 from the City Treasurer respecting the Growth Related Capital Financing Study were distributed to the Members.

Following discussion, the Committee agreed to recommend to City Council that the Treasurer be authorized to include the City of Hamilton in the Growth Related Capital Financing Study being undertaken for the Region by Coopers and Lybrand Consultants Group at a cost to the City of an amount not to exceed $45 000 and that this cost be financed from the Reserve for Capital Projects.

It was noted that, the Treasurer was requested to prepare a report on lot levies relating to information requested for the City of Hamilton Strategic Plan. Rather than prepare a report in isolation, and in view of the complexity and legal ramifications (recent and past legislation) on the subject of lot levies, the Finance Committee agreed to recommend that Coopers and Lybrand Consultants Group be engaged to represent the position of the City of Hamilton as well as the Region.

Canadian Home Association of Mount Hamilton

As recommended by the Treasurer in a report dated July 13, 1989, the Committee agreed that the request from the Canadian Home Association of Mount Hamilton for the City of Hamilton to support and approve a Private Members Bill to change the factor used as a basis for their assessment, be tabled pending the results of a study being undertaken on the reassessment of non profit apartments by the Affordable Housing Task Force.

Hamilton Harbour Commission - Audited Financial Statements

In a report dated July 12, 1989, the Treasurer recommended that the audited financial statements of the Hamilton Harbour Commissioners as at December 31, 1988 be received.

The Committee discussed the financial statements and, in particular, an amount of approximately $12 million dollars appropriate for future harbour improvements and agreed to request Mr. Duncan Beattie, the City's appointee to the Harbour Commission along with the appropriate Harbour Commission staff to meet with the Finance Committee to discuss this matter in more detail.

Impact of Federal and Provincial Budgets on City of Hamilton Estimates

The Committee received an information report dated July 12, 1989 respecting the impact of Federal and Provincial budgets on the City of Hamilton estimates.

Reverend Nurre - Cari-Can Festival

The Committee received a letter dated June 27, 1989 from Reverend Henderson Nurre, Cari-Can Festival requesting the Finance Committee to reconsider its decision to take no action on their grant application as it was received after the March 10, 1989 deadline.

Comprehensive Audit Report and Appointment of Members to Comprehensive Audit Sub-Committee

Mr. M. Hudson and Mr. J. Renner of Pannell Kerr MacGillivray, Chartered Accountants, appeared before the Committee in connection with the Comprehensive Audit relative to a portion of the Property Department and Community Development Department. Also in attendance were Mr. M. Watson and Mr. R. Swan of the Property Department.

Distributed to the Members of the Committee were copies Comprehensive Audit Report as prepared by the consulting firm along with copies of a report dated July 5, 1989 from the Director of Property and report dated July 13, 1989 from the Director of Community Development.

Following discussion respecting the Comprehensive Audit Report, the Committee agreed to appoint a sub-committee consisting of Mayor R. M. Morrow, Alderman G. Copps and Alderman J. Gallagher to act as a Comprehensive Audit Sub-Committee of the Finance Committee.

It was agreed that the Comprehensive Audit Sub-Committee would review the current Comprehensive Audit Program and report and recommend to the Finance Committee with regard to whether or not the City should - continue with the current program; propose changes in the format of the Audit Program; or discontinue the Comprehensive Audit Program.

In addition, it was agreed that the Comprehensive Audit Sub-Committee would receive and review the annual financial statements prepared by the City's external auditors and report to the Finance Committee.

In addition, the Committee agreed to refer the reports of the Director of Property and Director of Community Development to the Sub-Committee for review and subsequent report to the Finance Committee.

A recommendation by Alderman Gallagher that the City initiate a zero-based budgeting process was received without comment and referred to the Comprehensive Audit Sub-Committee.

Adjournment

The meeting then adjourned.

Taken as read and approved,

ALDERMAN WM. M. McCULLOCH, CHAIRMAN
FINANCE COMMITTEE

J. J. Schatz, Acting Secretary
July 18, 1989

Typed by M. J. Walton

2(a)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 July 18
COMM FILE:
DEPT FILE: T4-37-89

SUBJECT: REPLACEMENT OF ONE (1) MINI WINDOW VAN UNIT #9008, CENTRAL GARAGE

RECOMMENDATION:
That a purchase order be issued to Holland Chev Olds Inc., Burlington, in the amount of $18,647.27 for the replacement of One (1) Mini Window Van Unit #9008, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest acceptable of four (4) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account #RF55006 25201.

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

BACKGROUND: Tender Analysis

Taylor Chrysler Dodge, Hamilton	$17,348.36 *
Holland Chev Olds Inc., Burlington	18,647.27
Nethercott Chev Olds Ltd., Hamilton	19,513.04
Johnston Motor Sales, Hamilton	20,525.00

* Vehicle bid does not meet specifications.

2(b)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 July 18
COMM FILE:
DEPT FILE: T4-41-89R

SUBJECT: REPLACEMENT OF ONE (1) 6^3 YARD CEMENT MIXER UNIT #9456, CENTRAL GARAGE

RECOMMENDATION:
That a purchase order be issued to Jaeger Canada Equipment Limited, St. Thomas, in the amount of $20,980.00 for the replacement of One (1) 6^3 Yard Cement Mixer Unit #9456, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of two tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account #RF55006 25201.

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

BACKGROUND: Tender Analysis

Jaeger Canada Equipment Ltd., St. Thomas	$20,980.00
London Machinery Co. Ltd., London	21,500.00

2(c)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 August 3
COMM FILE:
DEPT FILE:

SUBJECT: PURCHASE OF NEW ALUMINUM BODY FOR VEHICLE #1659, HAMILTON FIRE DEPARTMENT

RECOMMENDATION:
That a purchase order be issued to C. E. Hickey and Sons, Hamilton, in the amount of $35,397 for the supply and installation of a New Aluminum Body for Vehicle #1659, Hamilton Fire Department.

NOTE: Sufficient funds have been provided in Repairs and Maintenance Automotive Equipment, Fire Department, Account #CH57105 48005.

As it will take approximately 8 weeks to have this pump truck returned to service, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

BACKGROUND:
See attached

2(a)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 August 17
COMM FILE:
DEPT FILE: C20-5-89

SUBJECT: *REFURBISHING OF CARRIAGE HOUSE - BALFOUR ESTATE*

RECOMMENDATION:
That a purchase order be issued to T.T. & P. Design Consultants and General Contracting Inc, Hampton, in the amount of $36,191 for the refurbishing (roofing, masonry, painting) of the carriage house at the Balfour Estate in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation.

NOTE: Lowest quotation of three (3) received. Funds provided in Balfour Estate-Chedoke Account, RF 59000-25404.

Because this work is weather dependent, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

BACKGROUND: Quotation Analysis

T.T. & P. Consultants, Hampton	$36,191.00
Shoalts Bros. Construction, Welland	67,850.00
J.D. Strachan Construction, King City	72,400.00

AUG 0 3 1989 FOR INFORMATION

2(e)

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE:
COMM FI:
DEPT FI...

SUBJECT: PURCHASING MANAGEMENT ASSOCIATION OF CANADA NATIONAL CONFERENCE

BACKGROUND:

I recently attended the National Conference of the Purchasing Management Association of Canada in Calgary. There were 625 registered delegates.

The Hamilton District presented our video for the convention that is to be held in Hamilton from June 6-8, 1990 in the Convention Centre. It is expected that the registration of delegates should exceed 500 plus their spouses. All three local hotels will be used.

The Warplane Heritage Museum will be the place of our opening activities where a mini air show, dinner and dance will entertain the delegates from across Canada and invited guests from the USA. Our theme for the convention will be "Countdown to a New Century".

The Convention Committee will be applying for financial assistance from the City and we trust that a favourable response will be received.

At the breakfast of the first day of sessions, the local representative of the Provincial Government announced that the Alberta Government had now authorized the Certified Professional Purchaser designation. Alberta is the fifth province to register this professional designation.

The HONOURABLE ALLAN GOTBY, THE FORMER CANADIAN AMBASSADOR IN WASHINGTON, was the keynote speaker to the 800 delegates and spouses.

He expounded on the fact that we are in a time period when the greatest political changes are taking place since World War II. Look what is happening in Russia, China and the Middle East.

Yesterday, individual and human rights were never recognized; it was only the supremacy of the state. To-day, rising as the number one issue around the world is the human rights of the individual.

He asked us to consider other major changes:

Western Europe
- single trade market
- single monetary system
- single parliamentary system

Eastern Europe
- democratic elections taking place
- concern about inflation
- Germany cannot remain divided

Moscow	- where the leaders are taking the country is uncertain, but they cannot return to what has been done - the individual can no longer be ignored - decentralization of economics - 4,000 Jewish people are leaving each month
United States	- unfairness of world trade policies is greatest concern - President has named countries with such practices and has warned that they must be changed including Japan and India - G.A.T. negotiations uncertain. US now adopting a "crowbar" approach of opening trading doors - must recognize low rate of productivity - President must give leadership recognizing productivity, growth problems and provide world stability if they are to survive
Canada & United States	- cannot continue with protectionism - must move to multinational trade agreements. Free trade is a beginning
China	- supremacy of state is showing cracks - 1/4 of total economy is privatized - rights of individuals will continue to surface because of communications & technology

Nations cannot remain closed. Individuals hear, see and experience others enjoying a different way of life and begin to demand it as their rights. Our motives for leadership must be creative, productive and work towards reducing our operating deficits individuals, industry, and all levels of government must get involved.

The next session was given by MIKE FAWCETT OF SYNCRUDE CANADA. He spoke on "KEY TO SUCCESSFUL CONTRACTING AND CONSTRUCTING CONTRACTS". He explained the opportunities and pitfalls. He offered ideas has to improve contracts and the results for purchasing functions.

It takes time, planning and personnel to successfully implement contract documents. Responses must be carefully reviewed by everyone having an interest in the contract, such as identifying the risks, obligations, expenses incurred whether implied or unstated, objectives, rights and what controls have to be established. The internal management must be set in place before the contract is executed.

Contracting is not easy. It involves risk, principals, discipline, controls, and skill.

"Everyone climbing the ladder of success must be careful because there are nine waiting for the elevator."

Three other sessions were held at the same time and repeated later in the Conference:

a) Legal and Control Pitfalls of Electronic Data and Faxing of Bids and Contracts
b) Impact of new legislation (W.H.M.I.S.) on receiving and handling hazardous materials
c) Purchasing Role in the Strategy of the Business

THE LUNCHEON SPEAKER WAS CHARLES LYNCH. His topic was "OUR IMAGE OR HOW OTHERS SEE US".

He spoke about many of the Federal Politicians and played his harmonica. He referred to the rush of people and money from Hong Kong to Canada; the many changes in Canada including computers, faxing and the political importance of seniors.

We were reminded how fortunate we are to live in Canada as most of the world now wants to move here. We don't have the worries of the large countries. It seems our major concerns are budget leaks, spoiled tuna and cabinet ministers' personal lives.

MIKE ENNIS, ONE OF OUR PAST NATIONAL PRESIDENTS, challenged us as to the "Purchasing Managers Role in the Strategies in the Business World".

We have a choice as to what our role is in the organization. A corporation must establish the following

- understand the vision
- align with the mission
- serve the goals
- develop the plan
- execute the plan
- create the process
- manage the process

If not established, confusion will arise. Employees are left to work independently.

Purchasing is a significant contributor to the success of a Corporation. Purchasing has to understand the above seven processes and communicate them to the suppliers.

The final session of the day featured JOHN AMATT "CLIMBING YOUR OWN EVEREST". (What it takes to get to the top.)

He illustrated his theme through magnificent colour photographs from his successful expedition while climbing Mount Everest. His presentation investigated the human qualities we must all bring to bear in climbing to the top in the difficult and unpredictable economic environment. Through his preparation, planning and expedition the importance of teamwork, preparation, commitment, equality, overcoming fear of change, setting realistic goals, adapting to the environments and the role of the positive attitude were detailed. It was set against the real life and death struggle on the mountain. John Amatt is an example of a Canadian that has what it takes to get to the top, even Mount Everest.

Thursday evening provided an opportunity for the Hamilton District to host a function to encourage delegates to come to Hamilton next year. We appreciated not only at this function, but during the entire conferance the professional talents of Dilna Khory of the Region's Tourism Department who assisted us with a very attractive and interesting display of Greater Hamilton. The delegates appreciated the various pins and give-aways the City and Region provided.

The Friday morning breakfast guest speaker was FRANK OGDEN, THE WELL KNOWN FUTURIST, SYNDICATED COLUMNIST AND AUTHOR. He is known as "Doctor Tomorrow".

Mr. Ogden's company gathers information by monitoring 200 T.V. channels from 171 countries.

We were informed that 90% of the products and services we will be using in the next few years haven't been developed.

Some have
- pocket size cellular telephones
- credit cards containing our entire medical history
- 57,000 pages of encyclopedias contained on one side of a disk for a word processor
- 2,000 copies of phone books recorded on a file the size of a postage stamp

Governments are becoming irrelevant
- cannot protect citizens from terrorists
- cannot control environment and cultural impacts
- cannot protect its currency - controlled by others
- cannot protect trading - competitors are now from around the world
- limited control over resources

Income tax can be processed in Madross, India at 1/5th of cost

Wealth has now been transferred from Europe and USA to Middle East and Japan. Electronic equipment provides split second decisions. $250 billion dollars held by Japanese in US Treasury bills. If a financial disaster occurred in Japan, it could mean withdrawal of this money and total collapse of US economy.

Recently in China, students knew what was being reported around the world from friends over telephones and fax machines

Ogden's company gathers information by monitoring 200 T.V. channels from 171 countries. Japan learns English by watching our news. It is heard in English, recorded on a V.C.R. and later translated into Japanese. There are 700 books translated into English for every 1 book translated from Japanese into English.

A new ceramic home is produced every 20 minutes. It is guaranteed for 20 years. It cost $100,000, has 3 bedrooms and 2 bathrooms. This concept is also used in Korea for apartment buildings.

On Japanese T.V. you can learn how to build an igloo; ride an elephant; receive instant translation from various parts of the world. A video was shown to us of a man in Africa, a T.V. host in Japan and an Inuit having a three way conversation through an electronic translator.

Products are being grown in new countries a) bananas in Iceland (better flavour; b) tea in U.S.A. (21,000,000 bags - picked and in the stores within 10 days)

Long distant calls are being reduced by 70% through robotic bypass equipment.

Dramatic changes are coming to our business and personal worlds which will cause turmoil and we must be prepared for them.

Canadian youth have to respond to the new challenges or we as a country will be left behind.

DOCTOR WARREN BLACKMAN OF THE UNIVERSITY OF CALGARY spoke on the new "Value Added Tax". The new tax documents were reviewed as announced in the recent budget. There are no clear cut details explaining this tax and a great deal of assumption is being made at the present time. The government is in the process of better defining and clarifying the new tax.

The example used was an air conditioner now costing $780 will cost $769.74.

The 1990's problem will be high cost of labour. Reconsideration of productivity is needed because technology will replace the high labour costs.

Real income for spending is falling behind inflation because of taxes required to pay off government's deficit. The new tax will not lead to new inflation.

Food will be exempt of tax. Restaurant food will be taxable.

Most of this session was spent on specific questions and answers.

The luncheon speaker was RICK HANSEN "MAN IN MOTION" who has become a genuine Canadian hero. His personality and ability to speak challenged each one of us present. Rick attributes his personal success to his team including his therapist, now his wife. "It was a team effort" and he reminded us we can achieve little by ourselves. It is others that help, encourage, teach, support and train us which brings success.

At the conclusion of the speech a standing ovation was the immediate response to this outstanding Canadian.

A position paper was given on the NEW COMPETITION ACT by our Association which was followed by a panel of Purchasing Executives that discussed current topics that were submitted by the delegates.

The total attended the Presidents Banquet on Friday evening was attended by the delegates, spouses and guests.

The Hamilton Convention Committee spoke Saturday morning with the Calgary Convention Committee sharing and learning from their experiences.

The Hamilton Committee felt confident that we have everything Calargy had to offer the delegates and will provide an excellent conference in June of 1990.

T. Bradley, Manager of Purchasing

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FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mrs. Susan K. Reeder, Secretary
Personnel Committee

DATE: 1989 July 27
COMM FILE:
DEPT FILE:

SUBJECT: **Reporting Relationship and Roles and Responsibilities for the Internal Auditor.**

RECOMMENDATION:

That the Finance Committee review the reporting relationship of the Internal Auditor as well as the roles and responsibilities for this position.

for Secretary, Personnel Committee

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

N/A

BACKGROUND:

The Personnel Committee at its meeting held Wednesday, 1989 July 19 reviewed the Appointment of the Internal Auditor as referred back to them by City Council. The Committee subsequently approved the Pay Grade Assignment and the Appointment of Mr. David King to that position.

The Personnel Committee has concerns on the reporting relationship of the Internal Auditor and are asking that this matter be reviewed by the Finance Committee. The Committee also had some concerns on the roles and responsibilities for this position.

SKR:dbm
c.c. - Alderman B. Hinkley, Chairman
Personnel Committee
- Mr. L. Sage, Chief Administrative Officer
- Mr. E. Matthews, City Treasurer
- Mr. J. Johnston, Commissioner of Human Resources

4(a)

FOR ACTION

AUG 0 1 1989

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1989 August 1
COMM FILE:
DEPT FILE:

SUBJECT: **INTERIM FINANCING OF THE TOTAL LEGAL DEPARTMENT OVERDRAFT**

RECOMMENDATION:

That the estimated overall shortfall of $75,000 for the Legal Department for the year 1989 be financed by means of an approved overdraft pending a re-examination of accounts with a more specific financing recommendation to be reported by the Treasurer at the year end.

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

Accounts to be re-examined at year end for a more specific recommendation for financing of litigation and other legal consultants costs.

BACKGROUND:

Enclosed for your information is the information letter of July 18, 1989 provided to the Personnel Committee. This report outlines the status of the Legal Department budget by accounts.

Encl.

c.c. Mrs. S. K. Reeder, Secretary, Personnel Committee
Mr. Lou Sage, Chief Administrative Officer
Mr. P.R.A. Hooker, Acting City Solicitor

FOR INFORMATION

REPORT TO: Mrs. S. K. Reeder
Secretary, Personnel Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1989 July 18
COMM FILE:
DEPT FILE:

SUBJECT: **1989 LEGAL DEPARTMENT BUDGET STATUS**

BACKGROUND:

As requested, I enclose for your review three schedules outlining the basis of a forecast of the Legal Department expenditures for 1989 relative to the approved budget.

Schedule 1, column (3), represents the total budget for the department, $1,483,580, column (7), indicates the forecasted expenditures for 1989, $1,556,996 and column (8) is the resulting deficit of $73,416. Schedule 2, provides the detail of outside solicitor payments and credits to date. Schedule 3, outlines a listing of legal staff and estimated salaries for 1989.

All outside legal firms have been contacted by Treasury staff and all outstanding bills have been included and amounts forecasted to year end. For instance, Ross & McBride have indicated their 1989 charges will not exceed $200,000 and this amount has been included in the overall forecast.

For your further information, please note that the outside legal cost for the Ti-Cat deal involving Martin & Martin and the legal cost for the Sheraton Hotel deal involving Weir & Foulds amounts to approximately $80,000 which can be noted exceeds the overall projected deficit for the department.

Encls.

Schedule 1

STATUS OF LEGAL DEPARTMENT EXPENDITURE
As at June 30, 1989

ACCOUNT NO. (1)	DESCRIPTION (2)	APPROPRIATION (3)	EXPENDITURE 30-Jun-89 (4)	COMMITMENT (5)	BALANCE FOR THE YEAR (6)	TOTAL EXPENDITURE (7)	SURPLUS/ (DEFICIT) (8)
ADMINISTRATION 44001							
51001	SALARIES-PERMANENT	960,590.00	417,458.15		434,690.11	852,148.26	108,441.74
51003	SALARIES-OUTSIDE AGENCIES	3,000.00	2,093.90		5,000.00	7,093.90	(4,093.90)
51202	LONG TERM DISABILITY	18,730.00	8,148.11		8,600.00	16,748.11	1,981.89
51203	PENSIONS-OMERS	59,720.00	25,932.77		33,000.00	58,932.77	787.23
51205	PENSIONS-CPP	12,200.00	7,788.44		4,200.00	11,988.44	211.56
51209	UNEMPLOYMENT INSURANCE	17,750.00	7,619.28		9,800.00	17,419.28	330.72
51210	OHIP	13,600.00	5,414.50		6,300.00	11,714.50	1,885.50
51213	BLUE CROSS	25,000.00	11,778.00		12,600.00	24,378.00	622.00
51216	GROUP LIFE INSURANCE	9,940.00	3,727.92		4,300.00	8,027.92	1,912.08
51217	MEMBERSHIPS-TAXABLE	12,700.00	1,890.00		10,810.00	12,700.00	0.00
51222	VACATION PAY	33,100.00	3,788.46		29,260.54	33,049.00	51.00
51228	MEAL ALLOWANCE					0.00	0.00
54111	REPAIR & REPLACE CALCULATORS	120.00			120.00	120.00	0.00
55201	TRAVELLING	5,000.00	2,639.18		2,360.82	5,000.00	0.00
55204	TRAINING COURSES	500.00	162.95		337.05	500.00	0.00
55413	LITIGATIONS- ROSS & McBRIDE }	100,000.00	85,639.90		100,000.00	185,639.90	(85,639.90)
55421	LITIGATIONS- MACKESY, SMYE }		6,031.82		24,000.00	30,031.82	(30,031.82)
	OTHER LEGAL- WEIR & FOULDS }	115,000.00	88,967.01		17,000.00	105,967.01	9,032.99
	OTHER LEGAL- McCARTHY & McCARTHY}		14,969.82		40,000.00	54,969.82	(54,969.82)
	OTHER LEGAL- MARTIN & MARTIN }		3,553.51		42,000.00	45,553.51	(45,553.51)
	OTHER LEGAL- MISCELLANEOUS }		(49.50)			(49.50)	49.50
	OTHER LEGAL - VARIOUS CREDITS }		(21,566.35)			(21,566.35)	21,566.35
56001	OFFICE SUPPLIES	7,500.00	4,427.82	1,552.20	1,519.98	7,500.00	0.00
56003	BOOKS	16,500.00	7,788.30	370.44	8,341.26	16,500.00	0.00
56004	POSTAGE	2,500.00	687.71	3.25	1,809.04	2,500.00	0.00
56006	SUBSCRIPTIONS	670.00	367.79		302.21	670.00	0.00
56301	TELEPHONE	660.00	228.67		431.33	660.00	0.00
56603	RENT-OFFICE EQUIPMENT	5,500.00	2,399.65	189.91	2,910.44	5,500.00	0.00
56610	RENT-CAR POOL	500.00			500.00	500.00	0.00
57101	EQUIPMENT REPAIR	2,500.00	402.78	135.37	1,961.85	2,500.00	0.00
58001	OFFICE EQUIPMENT	20,300.00	5,996.59	8,422.93	5,880.48	20,300.00	0.00
		1,443,580.00	698,287.18	10,674.10	808,035.11	1,516,996.39	(73,416.39)
DISBURSEMENTS 44010							
23	MISCELLANEOUS EXPENDITURE	40,000.00	15,759.66		24,240.34	40,000.00	0.00
		1,483,580.00	714,046.84	10,674.10	832,275.45	1,556,996.39	(73,416.39)

Note: (1) 1988 Budget of the Legal Department had deficit of ($44,504.13) out the total budget of $1,233,450.00
(2) 1987 Budget of the Legal Department had deficit of ($59,773.71) out the total budget of $1,179,800.00
(3) 1986 Budget of the Legal Department had surplus of $894.32 out the total budget of $1,011,250.00
(4) 1985 Budget of the Legal Department had surplus of $7,607.23 out the total budget of $935,260.00

Schedule 2

ANALYSIS OF CONSULTANTS FEES
CITY SOLICITORS' DEPARTMENT
ACCOUNT NO. CH 55413 44001
As at June 30, 1989

REFERENCE NUMBER (1)	DATE (2)	DESCRIPTION (3)	PERIOD (4)	AMOUNT (5)	TOTAL (6)
JV03024	10-Mar-89	COURT COSTS	01-Dec-85	49.50	
JV06189	20-Jun-89	COURT COSTS - ADJ JV3024	01-Dec-85	(99.00)	(49.50)
76864	20-Mar-89	MACKESY, SMYE	10-Mar-89	6,031.82	6,031.82
13000(88)	31-Dec-88	MACKESY, SMYE - CR 1988	31-Dec-88	(21,566.35)	(21,566.35)
80846	02-Jun-89	MARTIN & MARTIN	19-May-89	3,553.51	3,553.51
97356	08-Feb-89	MCCARTHY & MCCARTHY	19-Jan-89	3,100.29	
13000(88)	31-Dec-88	MCCARTHY & MCCARTHY-CR 1988	31-Dec-88	(1,700.00)	
97820	10-Apr-89	MCCARTHY & MCCARTHY	30-Mar-89	2,513.25	
97880	17-Apr-89	MCCARTHY & MCCARTHY	30-Mar-89	5,186.10	
82759	30-Jun-89	MCCARTHY & MCCARTHY	24-Apr-89	5,304.96	
81297	09-Jun-89	MCCARTHY & MCCARTHY	23-May-89	565.22	14,969.82
76078	06-Mar-89	ROSS & MCBRIDE	30-Sep-88	11,234.36	
76078	06-Mar-89	ROSS & MCBRIDE	31-Oct-88	17,379.97	
76078	06-Mar-89	ROSS & MCBRIDE	30-Nov-88	14,991.22	
76078	06-Mar-89	ROSS & MCBRIDE	31-Dec-88	19,877.25	
13000(88)	31-Dec-89	ROSS & MCBRIDE -CR 1988	31-Dec-88	(61,108.78)	2,374.02
97751	30-Mar-89	ROSS & MCBRIDE	28-Feb-89	53,226.49	
98300	12-Jun-89	ROSS & MCBRIDE	31-Mar-89	2,443.69	
98273	07-Jun-89	ROSS & MCBRIDE	31-Mar-89	33,505.93	
98301	12-Jun-89	ROSS & MCBRIDE	15-May-89	1,429.95	
97910	19-Apr-89	ROSS & MCBRIDE	22-Aug-88	102.00	
76484	13-Mar-89	ROSS & MCBRIDE	31-Jan-89	8,503.69	
97910	19-Apr-89	ROSS & MCBRIDE	15-Mar-89	2,223.60	
L282954	27-Jun-89	ROSS & MCBRIDE -ADJ BILLING	31-Mar-89	(1,272.45)	100,162.90
L282953	27-Jun-89	ROSS & MCBRIDE -GARSIDE	09-May-85	(772.02)	
L276429	07-Feb-89	ROSS & MCBRIDE -DEAMUDE	29-Aug-85	(500.00)	
L276584	17-Feb-89	ROSS & MCBRIDE - CR EXP	17-Feb-89	(500.00)	
L276582	17-Feb-89	ROSS & MCBRIDE - CR EXP	17-Feb-89	(1,200.00)	
L276583	17-Feb-89	ROSS & MCBRIDE - CR EXP	17-Feb-89	(1,000.00)	
L279983	18-Apr-89	ROSS & MCBRIDE - CR EXP	18-Apr-89	(495.00)	
L279983	18-Apr-89	ROSS & MCBRIDE - CR EXP	18-Apr-89	(5,000.00)	
L280003	19-Apr-89	ROSS & MCBRIDE-CR SETTLEMENT	19-Apr-89	(1,630.00)	
L280003	19-Apr-89	ROSS & MCBRIDE-CR SETTLEMENT	19-Apr-89	(5,800.00)	(16,897.02)
97434	20-Feb-89	WEIR & FOULDS	21-Dec-88	16,000.00	
13000(88)	31-Dec-88	WEIR & FOULDS - CR 1988	31-Dec-88	(16,500.00)	(500.00)
76095	06-Mar-89	WEIR & FOULDS	31-Jan-89	45,019.77	
98037	03-May-89	WEIR & FOULDS	13-Apr-89	2,939.75	
80835	02-Jun-89	WEIR & FOULDS	04-May-89	805.00	
98334	16-Jun-89	WEIR & FOULDS	06-Jun-89	537.69	
98461	04-Jul-89	WEIR & FOULDS	27-Apr-89	40,164.80	89,467.01
				177,546.21	177,546.21

LEGAL DEPARTMENT - STATUS REPORT OF 1989 SALARY

Employee Name (1)	Number (2)	YTD TO JUNE 30/89 (3)	EST FOR REMAINDER OF 1989 (4)	TOTAL (5)	COMMENTS (6)
Auchinvole, EG	03617P	8,792.97	9,719.21	18,512.18	Resigned July 11/89 (Estimated Vac Pay = 400)
Barkwell, PA	05068P	21,923.74	29,796.13	51,719.87	
Biro, A	07312P	16,953.29	17,887.12	34,840.41	
Chambers, D	09348P	12,809.94	13,095.89	25,905.83	
Davis, J	20620P	18,796.17	0.00	18,796.17	
Eckenrath, C	24110P	9,923.93	10,470.58	20,394.51	
Farr, LE	26175P	19,910.36	20,821.23	40,731.59	
Hooker, PR	39162P	33,527.25	37,329.96	70,857.21	Includes 10% increase for Acting Pay
Hubar, WJ	40212P	23,148.51	0.00	23,148.51	Resigned Apr 28/89 - includes 2,406.32 Vac Pay
King, HC	45170P	12,412.26	13,095.89	25,508.15	
Lawrence, L	48640P	19,910.36	20,821.23	40,731.59	
Loreto, BJ	51277P	23,006.23	24,770.18	47,776.41	
Davis, E	61745P	12,412.26	13,095.89	25,508.15	
Muir, M	68780P	11,039.63	11,647.70	22,687.33	
Powers, DA	71290P	33,527.25	35,063.85	68,591.10	
Rennie, MU	73406P	11,828.77	12,915.72	24,744.49	
Riley, ST	74230P	12,412.26	13,095.89	25,508.15	
Roszell, RC	76325P	29,064.54	2,240.22	31,304.76	Resigned Jul 7/89-to be replaced (Vac Pay=4500)
Rouff, KA	76370P	47,430.16	33,713.15	81,143.31	Includes 24,160.54 Vacation Pay
Seki, JA	78805P	12,809.94	13,095.89	25,905.83	
Brown, L	79338P	12,412.26	13,095.89	25,508.15	
Shepherd, CL	79450P	10,706.72	0.00	10,706.72	Resigned June 16/89 - to be replaced
Spagnulo, R	83545P	5,005.72	0.00	5,005.72	Resigned March 17/89 (Estimated Vac Pay = 200)
Spriggs, AK	83875P	12,412.26	13,095.89	25,508.15	
Vitali, C	91350P	3,777.40	11,647.70	15,425.10	Started April 24/89
Vacant Position			15,335.42	15,335.42	Replacement - Litigation Solicitor, July 31
Vacant Position			12,000.00	12,000.00	Replacement - C. Shepherd's position
Vacant Position			29,000.00	29,000.00	Replacement - R. Roszell's position
Vacant Position			20,000.00	20,000.00	Replacement - P. Barkwell's position
Vacant Position			12,000.00	12,000.00	Replacement - Secretary for Lit. Solicitor
SUBTOTAL		435,954.18	458,850.65	894,804.83	
Less 1988 Accrual		(16,089.71)			
Add Vac Pay for Shepherd		1,382.14			
TOTAL SALARIES		421,246.61	458,850.65	894,804.83	

Schedule 3

4(b)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. J. G. Pavelka, P.Eng.
Director of Public Works

DATE: 1989 August 17
COMM FILE:
DEPT FILE:

SUBJECT: **REQUEST FOR ADDITIONAL REPAIR TO FIRE DEPARTMENT PUMPER #8**

RECOMMENDATION:

(a) That the replacement of the original body with a new aluminum body to Fire Department Pumper #8 in the additional amount of $35,397.00 be approved.

(b) That this expenditure be charged to Account No. RF55002-25203, Reserve for Major Repairs.

(c) That the total repair cost of $57,272.00 to Fire Department Pumper #8 (including $21,875.00 for the original approved repair expenditure) be added to the original cost (being $109,506) of the Pumper #8, (Vehicle No. 1659) for depreciation purposes.

J. G. Pavelka
Director of Public Works

for E. C. Matthews
Treasurer

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

As above.

BACKGROUND:

The repairs based on the original estimates were awarded to C. E. Hickey and Sons in the amount of $21,875.00 for body restoration.

During the repair process after removal of body panels it was found that the complete body structure had deteriorated due to rust. This could not be found until the body panels had been removed during repairs.

As the repairs were in process at C. E. Hickey and Sons and after viewing the rusted and deteriorated condition the most economical repairs at this time would be to replace the complete pumper body, with an aluminum body to complete the life cycle of this pumper.

BACKGROUND - Continued

As some repairs have been completed it would be economically practical to replace this pumper body with a new aluminum body for an additional $35,397.00 to the original approved repair expenditure. The total cost to repair pumper #8 would then be $57,272.00 It should however be noted that without the completion of the repairs this Fire Department vehicle would require replacement, as it would be considered unsafe due to deterioration of the body and supports due to rust. Replacement cost would be approximately $175,000.00.

c.c. Mr. G. Kerr, Fleet Manager, Central Service Garage Division

5.

FOR ACTION

REPORT TO: Chairman and Members
Finance Committee

FROM: John Thompson, Secretary
Finance Committee

DATE: 1989 August 18
COMM FILE:
DEPT FILE:

SUBJECT:

Approved Settlement of Claims.

RECOMMENDATION:

That the attached Summary Report containing a listing and amounts of approved Settlement of Claims be received and that a copy be forwarded to City Council for information in accordance with approved policy.

John Thompson

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

See amounts detailed in attached Summary Report.

BACKGROUND:

In order to expedite the Settlement of Claims by outside solicitors and save claim costs due to delays, City Council at its meeting held 1988 July 26, in adopting Section 3 of the TWELFTH Report of the Finance Committee, approved a signing limitation policy authorizing the City Solicitor, Director of Public Works and the Chief Administrative Officer to process and approve Settlement of Claims of up to $10 000. This policy requires that the approved Settlement of Claims be reported to the Finance Committee and City Council for information only.

Attachment

FINANCE COMMITTEE

SUMMARY OF APPROVED SETTLEMENT OF CLAIMS

PLAINTIFF	DEFENDANT	NATURE OF CLAIM	AMOUNT OF SETTLEMENT
Mr. Glavicic	City of Hamilton ats.	Motor Vehicle Accident 1987 September 18	$ 4 000
Ciabattone	City of Hamilton ats.	Motor Vehicle Accident 1987 December 04	City agreed to an Order dismissing this action without costs.

E. A. SIMPSON
CITY CLERK

K. E. AVERY
DEPUTY CITY CLERK

CITY HALL
HAMILTON, ONTARIO
L8N 3T4

THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK

1989 August 18

NOTICE OF MEETING

Finance Committee
Tuesday, 1989 August 22
2:00 o'clock p.m.
Room 233, City Hall

John Thompson, Secretary
Finance Committee

JT:mjw

AGENDA

1. Approval of the Minutes of the Meeting of the Finance Committee held 1989 July 18.

2. MANAGER OF PURCHASING

   (a) Replacement of One (1) Mini Window Van Unit No. 9008, Central Garage

   (b) Replacement of One (1) 6^3 Yard Cement Mixer Unit No. 9456, Central Garage

   (c) Purchase of New Aluminum Body for Vehicle No. 1659, Hamilton Fire Department

   (d) Refurbishing of Carriage House - Balfour Estate

   (e) Purchasing Management Association of Canada National Conference (Information Only)

3. PERSONNEL COMMITTEE

Reporting Relationship and Roles and Responsibilities for the Internal Auditor

4. TREASURER

(a) Interim Financing of the Total Legal Department Overdraft

(b) Request for Additional Repair to Fire Department Pumper No. 8

5. APPROVED SETTLEMENT OF CLAIMS

6. NEW BUSINESS

7. PRIVATE AND CONFIDENTIAL (SEE ATTACHED AGENDA)

8. ADJOURNMENT

E. A. SIMPSON
CITY CLERK

K. E. AVERY
DEPUTY CITY CLERK

CITY HALL
HAMILTON, ONTARIO
L8N 3T4

THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK

1989 September 15

NOTICE OF MEETING

Finance Committee
Tuesday, 1989 September 19
2:00 o'clock p.m.
Room 233, City Hall

John Thompson

John Thompson, Secretary
Finance Committee

JT:mjw

AGENDA

DELEGATIONS

A.	2:00 o'clock p.m.	Mr. Duncan Beattie, Commissioner Hamilton Harbour Commissioners - Review of Financial Statements of the Hamilton Harbour Commissioners
B.	2:30 o'clock p.m.	Rev. J. Henderson Nurre Festival Chairman Cari-Can Festival
C.	CONVENTION/RECEPTION GRANT APPEALS	
	3:00 o'clock p.m.	Allied Airborne Unit
	3:15 o'clock p.m.	Hamilton and District Credit Union

1. Approval of the Minutes of the Meeting of the Finance Committee held 1989 August 22.

2. ESSEX COUNTY FLOOD RELIEF COMMITTEE

   Request for Donation

3. DIRECTOR OF PROPERTY

   Major Maintenance to Civic Buildings

4. MANAGER OF PURCHASING

   (a) Demolition of Buildings
   189 Park Row Avenue North

   (b) Supply and Install Dehumidification System, Mountain Arena

   (c) Replacement of Three (3) Stake Dump Trucks
   Units 9045, 9046, 9230, Central Garage

   (d) Replacement of One (1) Compact Extended Cap Pickup
   Unit No. 9080, Central Garage

   (e) Replacement of One (1) Integral Wheel Loader Backhoe
   Unit No. 9402, Central Garage

   (f) Replacement of One (1) Class "A" 5 000 L/Min Triple
   Combination Pumper, Unit No. 1634, Hamilton Fire Department

   (g) Energy Audit, Five (5) Recreational Facilities

5. TREASURER

(a) Request to Purchase a 17 h.p. Diesel Powered Standby Generator for the Greenhouse at Gage Park

(b) Financing School Crossing Guard - Upper Paradise and Megna Court/Gemini Drive - $2 750

(c) Financing Employee Assistance Program Increase - $2 380

(d) Financing of B'Nai Brith Charity Night
Provision for Trees and Plantings

(e) Internal Auditor and Comprehensive Auditing (Report to Follow)

(f) 1990 Current Budget Timetable and Approval Process

6. PLANNING AND DEVELOPMENT COMMITTEE

Referral of Comprehensive Audit Report on Community Development for Review and Comment

7. APPROVED SETTLEMENT OF CLAIM

8. NEW BUSINESS

9. ADJOURNMENT

OUTSTANDING ITEMS

FINANCE COMMITTEE

	ITEM	ORIGINAL DATE	ACTION	STATUS
1.	Vehicle Fleet Leasing Proposal	1988 October	Treasurer	Report Pending
2.	Financial Statements of the Hamilton Harbour Commissioners	1989 July 18	Tabled	Further Review 1989 Sept. 19
3.	Business Tax Relief for Qualifying Areas of Commercial Strips	1989 July 18	C.A.O.	Report Pending
4.	Christian Home Association of Mount Hamilton	1989 July 18	Affordable Housing Task Force	Report Pending
5.	Comprehensive Audit Reports Community Development and Property	1989 July 18	Comprehensive Audit Sub-Committee	Review and Report Pending

A.
2:00

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

Mr. J. Schatz
Secretary, Co-ordinating Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1989 July 12
COMM FILE:
DEPT FILE:

SUBJECT: *THE HAMILTON HARBOUR COMMISSIONERS - FINANCIAL STATEMENTS*

RECOMMENDATION:

That the audited financial statements as at December 31, 1988, of The Hamilton Harbour Commissioners be received.

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

N/A

BACKGROUND:

The City Clerk with his memo dated June 8, 1989, forwarded the financial statements of The Hamilton Harbour Commissioners as at December 31, 1988, to the Treasurer indicating that these statements should be forwarded to the appropriate standing committees for examination and discussion. Accordingly, I am enclosing them for your inspection.

Briefly stated, these audited financial statements of the Commissioners indicate that the organization is in excellent financial condition as at December 31, 1988.

Encl.

THE HAMILTON HARBOUR COMMISSIONERS

FINANCIAL STATEMENTS

DECEMBER 31, 1988

Pannell
Kerr
MacGillivray

Pannell
Kerr
MacGillivray
Chartered Accountants

M.P.O. Box 679,
4 Hughson Street South,
Hamilton, Ontario L8N 3M5
Telephone: (416) 523-773
Fax: 572-933

AUDITORS' REPORT

To The Hamilton Harbour Commissioners

We have examined the balance sheet of The Hamilton Harbour Commissioners as at December 31, 1988 and the statements of revenue and expense, general capital and changes in cash resources for the year then ended. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as we considered necessary in the circumstances. Our audit complies with the provisions of The Hamilton Harbour Commissioners Act.

In our opinion, these financial statements present fairly the financial position of The Hamilton Harbour Commissioners as at December 31, 1988 and the results of its operations and the changes in its cash resources for the year then ended in accordance with the accounting policies described in note 1 to the financial statements applied on a basis consistent with that of the preceding year.

Pannell Kerr MacGillivray

Hamilton, Canada
April 4, 1989

CHARTERED ACCOUNTANTS

THE HAMILTON HARBOUR COMMISSIONERS

BALANCE SHEET

DECEMBER 31, 1988

A S S E T S

	1988	1987
CURRENT		
Cash	$ 524,332	$ 676,594
Accounts receivable	1,482,117	1,242,564
Accrued interest receivable	551,150	518,863
Inventory	70,286	60,856
Prepaid expenses	22,867	106,944
	2,650,752	2,605,821
INVESTMENTS APPROPRIATED FOR FUTURE HARBOUR IMPROVEMENTS (note 2)	12,406,964	9,425,200
FIXED (note 3)	34,500,578	33,603,207
	$ 49,558,294	$ 45,634,228

L I A B I L I T I E S

CURRENT		
Accounts payable and accrued liabilities	$ 466,023	$ 584,677
Current portion of long-term debt	50,000	50,000
	516,023	634,677
LONG-TERM (note 4)	525,000	575,000
TOTAL LIABILITIES	1,041,023	1,209,677

C A P I T A L

GENERAL CAPITAL	36,110,307	34,999,351
RESERVE FOR FUTURE HARBOUR IMPROVEMENTS (note 2)	12,406,964	9,425,200
	$ 49,558,294	$ 45,634,228

APPROVED BY THE COMMISSIONERS AND PORT DIRECTOR

Commissioner

Commissioner

Commissioner

Port Director

Pannell Kerr MacGillivray

THE HAMILTON HARBOUR COMMISSIONERS

STATEMENT OF GENERAL CAPITAL

FOR THE YEAR ENDED DECEMBER 31, 1988

	1988	1987
GENERAL CAPITAL - Beginning of year	$ 34,999,351	$ 30,200,915
EXCESS OF REVENUE OVER EXPENSE FOR THE YEAR	4,092,720	2,023,636
RESERVE FUNDS UTILIZED FOR HARBOUR IMPROVEMENTS		2,774,800
	39,092,071	34,999,351
ALLOCATION TO RESERVE FOR FUTURE HARBOUR IMPROVEMENTS	2,981,764	
GENERAL CAPITAL - End of year	$ 36,110,307	$ 34,999,351

Pannell
Kerr
MacGillivray

THE HAMILTON HARBOUR COMMISSIONERS

STATEMENT OF REVENUE AND EXPENSE

FOR THE YEAR ENDED DECEMBER 31, 1988

	1988	1987
REVENUE		
Operating revenue -		
Harbour operations	$ 1,699,808	$ 1,317,201
Terminals	4,826,531	2,540,575
Rental	2,317,148	1,897,260
Marine dockyard	1,121,674	1,017,674
Other income	1,285,392	1,176,723
	11,250,553	7,949,433
OPERATIONS		
Operating expense -		
Harbour operations	225,589	211,344
Terminals	2,549,587	1,731,744
Rental	343,173	286,319
Marine dockyard	717,859	676,155
Depreciation of docks, buildings and equipment	1,313,000	1,144,930
	5,149,208	4,050,492
GROSS OPERATING MARGIN	6,101,345	3,898,941
ADMINISTRATIVE, OFFICE AND GENERAL (page 9)	1,983,359	1,845,570
INTEREST ON LONG-TERM DEBT	25,266	29,735
	2,008,625	1,875,305
EXCESS OF REVENUE OVER EXPENSE FOR THE YEAR	$ 4,092,720	$ 2,023,636

Pannell
Kerr
MacGillivray

THE HAMILTON HARBOUR COMMISSIONERS

STATEMENT OF CHANGES IN CASH RESOURCES

FOR THE YEAR ENDED DECEMBER 31, 1988

	1988	1987
OPERATIONS		
Excess of revenue over expense	$ 4,092,720	$ 2,023,636
Items not affecting working capital		
Depreciation	1,313,000	1,144,930
Net loss (gain) on fixed asset disposals	879	(30,767)
Working capital derived from operations	5,406,599	3,137,799
Decrease (increase) in working capital -		
Accounts receivable	(239,553)	1,035,161
Accrued interest receivable	(32,287)	211,840
Inventory	(9,430)	15,070
Prepaid expense	84,077	(36,946)
Accounts payable	(118,654)	(897,417)
	5,090,752	3,465,507
INVESTING		
Fixed asset acquisitions	(2,212,050)	(5,755,047)
Proceeds on disposal of fixed assets	800	30,768
	(2,211,250)	(5,724,279)
FINANCING		
Repayment of long-term debt	(50,000)	(132,740)
Investments (appropriated) utilized for harbour improvements	(2,981,764)	2,774,800
	(3,031,764)	2,642,060
(DECREASE) INCREASE IN CASH RESOURCES	(152,262)	383,288
CASH RESOURCES - Beginning of year	676,594	293,306
CASH RESOURCES - End of year	$ 524,332	$ 676,594

Pannell
Kerr
MacGillivray

1. SIGNIFICANT ACCOUNTING POLICIES

The Commissioners have adopted the following accounting policies:

(a) Revenue and expense are accounted for on the accrual basis.

(b) Fixed Assets and Depreciation

Fixed assets are recorded at acquisition cost. Depreciation is provided on a straight-line basis at a rate designed to amortize the cost over the useful life of the asset:

Docks and improvements	- 2%, 5%, 10%, 20%
Buildings	- 2-1/2%, 5%, 10%, 20%
Vessels and equipment	- 10%, 15%, 20%

(c) Inventory

Inventory is recorded at cost determined on a first-in, first-out basis, with appropriate provision for obsolescence.

(d) Grant Recognition

Capital grants are recorded, when receivable, as an increase in General Capital.

2. RESERVE FOR FUTURE HARBOUR IMPROVEMENTS

During the year, the Commissioners transferred $ 2,981,764 to the reserve for future harbour improvements. The balance in the reserve, amounting to $ 12,406,964, is set aside for future capital expenditures. The reserve funds are invested in short-term deposits.

In 1988, the Commissioners approved a five-year capital budget in the aggregate amount of $ 29,885,000.

3. FIXED ASSETS

	Cost	Accumulated Depreciation	Net Book Value 1988	Net Book Value 1987
Land, docks and harbour improvements	$ 36,542,853	$ 10,035,354	$ 26,507,499	$ 27,024,380
Buildings	8,242,408	5,849,530	2,392,878	2,216,852
Equipment and vessels	4,905,911	4,154,680	751,231	676,766
Capital development in progress	4,848,970		4,848,970	3,685,209
	$ 54,540,142	$ 20,039,564	$ 34,500,578	$ 33,603,207

4. LONG-TERM DEBT

	1988	1987
Debentures payable -		
Government of Canada, 4-1/8%, to be paid before the year 2005	$ 575,000	$ 625,000
Current portion	50,000	50,000
	$ 525,000	$ 575,000

The Commissioners are repaying the principal sum at $ 50,000 per annum.

THE HAMILTON HARBOUR COMMISSIONERS

SCHEDULE OF REVENUE

FOR THE YEAR ENDED DECEMBER 31, 1988

	1988	1987
REVENUE		
Harbour operations -		
Cargo rates	$ 1,667,365	$ 1,311,561
Other income	32,443	5,640
	1,699,808	1,317,201
Terminals -		
Warehousing and handling	4,362,331	2,291,964
Equipment	441,807	243,066
Other income	22,393	5,545
	4,826,531	2,540,575
Rental income -		
Piers and property	1,336,584	1,195,762
Buildings	740,653	499,551
Rights of way	76,579	78,961
Side wharfage	163,332	122,986
	2,317,148	1,897,260
Marine dockyard	1,121,674	1,017,674
Other income -		
Recovery of (provision for) prior years' expenses	6,721	(3,696)
Profit (loss) on fixed asset disposals	(879)	30,767
Interest on deposit receipts	969,275	1,038,443
Interest on savings	48,141	30,733
Interest - other	9,652	5,375
Landfill fees	252,482	75,101
	1,285,392	1,176,723
TOTAL REVENUE	$ 11,250,553	$ 7,949,433

THE HAMILTON HARBOUR COMMISSIONERS

SCHEDULE OF OPERATING EXPENSE

FOR THE YEAR ENDED DECEMBER 31, 1988

	1988	1987
OPERATING EXPENSE		
Harbour operations -		
Harbour control and marine safety	$ 203,690	$ 173,664
Vessel operations	21,899	37,680
	225,589	211,344
Terminals -		
Salaries and wages	1,673,424	1,101,605
Equipment operating expenses	508,591	369,085
Other operating expenses	367,572	261,054
	2,549,587	1,731,744
Rental expenses -		
Realty taxes	36,089	33,188
Other operating expenses	307,084	253,131
	343,173	286,319
Marine dockyard		
Salaries and wages	389,740	350,140
Materials, gasoline and sublets	198,293	220,015
Other operating expenses	129,826	106,000
	717,859	676,155
Depreciation of docks, buildings and equipment	1,313,000	1,144,930
TOTAL OPERATING EXPENSE	$ 5,149,208	$ 4,050,492

Pannell
Kerr
MacGillivray

THE HAMILTON HARBOUR COMMISSIONERS

SCHEDULE OF ADMINISTRATIVE, OFFICE AND GENERAL

FOR THE YEAR ENDED DECEMBER 31, 1988

	1988	1987
ADMINISTRATIVE, OFFICE AND GENERAL		
Commissioners' remuneration	$ 28,000	$ 22,000
Management and office salaries	426,392	340,377
Office expenses and car allowances	160,152	123,363
Workers' compensation and unemployment insurance	140,812	115,467
Contributions to employees pension, group and medical plans	428,020	360,420
Professional fees	61,918	96,877
Trade development and public relations	188,975	216,107
Engineering and maintenance	296,069	317,314
Fire and general insurance	169,181	185,372
Travelling expenses	50,356	39,641
Sailing programme (net)	33,484	28,632
TOTAL ADMINISTRATIVE, OFFICE AND GENERAL	$ 1,983,359	$ 1,845,570

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Kerr
MacGillivray

THE HAMILTON HARBOUR COMMISSIONERS

FIXED ASSETS

FOR THE YEAR ENDED DECEMBER 31, 1988

FIXED ASSETS	Cost at Dec.31/87	Additions	Deductions	Cost at Dec.31/88
LAND, DOCKS AND HARBOUR IMPROVEMENTS				
Harbour land	$ 5,437,181	$ 172,298	$	$ 5,609,479
Harbour waterways -				
Harbour channels	761,050			761,050
Harbour real estate -				
Water lots	1			
Water lots	1			1
Sand deposits	1			1
Park area, police basin	17,118			1
				17,118
	17,121			17,121
Wharves, piers and floats -				
Pier # 8, Centennial	1,758,004			1,758,004
Pier #10, Wellington Street	3,133,076			3,133,076
Pier #11, Victoria Avenue	1,368,110			1,368,110
Pier #12, Emerald Street	6,497,600			6,497,600
Pier #14, Ship Street	1,964,261			1,964,261
Pier #23, Strathearne Avenue	2,997,601			2,997,601
Pier #24, Strathearne Avenue	952,667			952,667
Pier #25, Bayside	4,547,865			4,547,865
Pier #26, Bayside	1			1
Pier #27, Bayside	1			1
Pier #28, Bayside	1			1
Other wharves and marinas	880,982			880,982
	24,100,169			24,100,169
Equipment - wharves, piers and floats	1,315,758			1,315,758
Railway system tracks	1,673,646			1,673,646
Roads, parking lots and paved areas	2,444,713	76,795		2,521,508
Fences	103,894	2,750		106,644
Improvements - sewers	437,478			437,478
TOTAL OF LAND, DOCKS AND HARBOUR IMPROVEMENTS	$ 36,291,010	$ 251,843	$	$ 36,542,853
CAPITAL DEVELOPMENT IN PROGRESS				
Pier 26/27	$ 3,685,209	$ 1,163,761	$	$ 4,848,970

THE HAMILTON HARBOUR COMMISSIONERS

DEPRECIATION

FOR THE YEAR ENDED DECEMBER 31, 1988

DEPRECIATION	Accumulated Dep'n at Dec. 31/87	Dep'n 1988	Reduction 1988	Accumulated Dep'n at Dec. 31/88
LAND, DOCKS AND HARBOUR IMPROVEMENTS				
Harbour land	$ -	$	$	$ -
Harbour waterways -				
Harbour channels	-			-
Harbour real estate -				
Water lots	-			-
Water lots	-			-
Sand deposits	-			-
Park area, police basin	-			-
	-			-
Wharves, piers and floats -				
Pier # 8, Centennial	749,287	38,945		788,232
Pier #10, Wellington Street	1,398,365	63,482		1,461,847
Pier #11, Victoria Avenue	599,321	27,927		627,248
Pier #12, Emerald Street	1,527,014	130,687		1,657,701
Pier #14, Ship Street	849,208	47,987		897,195
Pier #23, Strathearne Avenue	1,340,156	60,320		1,400,476
Pier #24, Strathearne Avenue	396,499	19,676		416,175
Pier #25, Bayside	181,914	90,957		272,871
Pier #26, Bayside				
Pier #27, Bayside				
Pier #28, Bayside				
Other wharves and marinas	693,974	12,150		706,124
	7,735,738	492,131		8,227,869
Equipment - wharves, piers and floats	461,055	90,735		551,790
Railway system tracks	270,427	47,808		318,235
Roads, parking lots and paved areas	655,861	111,278		767,139
Fences	60,369	4,898		65,267
Improvements - sewers	83,180	21,874		105,054
TOTAL OF LAND, DOCKS AND IMPROVEMENTS	$ 9,266,630	$ 768,724	$	$ 10,035,354
CAPITAL DEVELOPMENT IN PROGRESS				
Pier 26/27	$ -	$	$	$ -

Pannell Kerr MacGillivray

THE HAMILTON HARBOUR COMMISSIONERS

FIXED ASSETS

FOR THE YEAR ENDED DECEMBER 31, 1988

FIXED ASSETS	Cost at Dec.31/87	Additions	Deductions	Cost at Dec.31/88
BUILDINGS				
Permanent sheds -				
Wellington Street Sheds #1 and #2 & L.T. Garage	$ 296,813	$	$	$ 296,813
Wellington Street Sheds #3 and #4	207,562			207,562
Wellington Street Shed #5	896,616			896,616
Centennial Terminal #7	122,611			122,611
Centennial Terminal #5	368,699			368,699
Centennial Terminal #6	464,779			464,779
C.S.L. Terminal - Pier #24	1,277,586			1,277,586
Fertilizer Terminal Pier #25	1,532,307	86,291		1,618,598
	5,166,973	86,291		5,253,264
Other harbour buildings -				
Administration building	1,350,758			1,350,758
Wellington Street office building	299,774			299,774
Marine garage	105,700			105,700
Aids to navigation building	21,697			21,697
Wentworth Street office building	50,610			50,610
Harbour shops	252,422			252,422
Brewery building	340,297			340,297
Truck terminal	84,951			84,951
Other buildings	96,694	3,927		100,621
Shop - Pier #25	10,166	372,148		382,314
	2,613,069	376,075		2,989,144
TOTAL BUILDINGS	$ 7,780,042	$ 462,366	$	$ 8,242,408

THE HAMILTON HARBOUR COMMISSIONERS

DEPRECIATION

FOR THE YEAR ENDED DECEMBER 31, 1988

- 2 -

DEPRECIATION	Accumulated Dep'n at Dec. 31/87	Dep'n 1988	Reduction 1988	Accumulated Dep'n at Dec. 31/88
BUILDINGS				
Permanent sheds -				
Wellington Street Sheds #1 and #2 & L.T. Garage	$ 244,785	$ 6,901	$	$ 251,686
Wellington Street Sheds #3 and #4	207,560			207,560
Wellington Street Shed #5	896,616			896,616
Centennial Terminal #7	111,944	3,553		115,497
Centennial Terminal #5	349,194	3,251		352,445
Centennial Terminal #6	455,394	1,877		457,271
C.S.L. Terminal - Pier #24	1,184,866	10,209		1,195,075
Fertilizer Terminal - Pier #25		161,860		161,860
	3,450,359	187,651		3,638,010
Other harbour buildings -				
Administration building	995,790	40,387		1,036,177
Wellington Street office building	299,772			299,772
Marine garage	105,165	535		105,700
Aids to navigation building	21,697			21,697
Wentworth Street office building	50,609			50,609
Harbour shops	227,842	6,372		234,214
Brewery building	272,448	17,015		289,463
Truck terminal	50,970	8,495		59,465
Other buildings	88,511	4,357		92,868
Shop - Pier #25	27	21,528		21,555
	2,112,831	98,689		2,211,520
TOTAL BUILDINGS	$ 5,563,190	$ 286,340	$	$ 5,849,530

Pannell
Kerr

THE HAMILTON HARBOUR COMMISSIONERS

FIXED ASSETS

FOR THE YEAR ENDED DECEMBER 31, 1988

- 3 -

FIXED ASSETS	Cost at Dec. 31/87	Additions	Deductions	Cost at Dec. 31/88
VESSELS				
Derrick Barge, Cargo Master	$ 254,447	$	$	$ 254,447
Ice patrol boat	5,820			5,820
Pilot boat Judge McCombs	19,354			19,354
Sailing programme	84,255	25,338		109,593
40 foot cruiser	117,432			117,432
Harbour launch - Bertram	24,591			24,591
	505,899	25,338		531,237
EQUIPMENT ON VESSELS	39,610			39,610
TOTAL OF VESSELS	545,509	25,338		570,847
EQUIPMENT				
Harbour	26,690			26,690
Operational	3,230,855	292,202	5,994	3,517,063
Sheds	173,872			173,872
Other buildings	34,464			34,464
Offices	262,025	14,032		276,057
Automotive	164,371	374		164,745
Miscellaneous	140,039	2,134		142,173
TOTAL OF EQUIPMENT	4,032,316	308,742	5,994	4,335,064
TOTAL OF VESSELS AND EQUIPMENT	$ 4,577,825	$ 334,080	$ 5,994	$ 4,905,911
TOTAL ALL FIXED ASSETS	$ 52,334,086	$ 2,212,050	$ 5,994	$ 54,540,142

THE HAMILTON HARBOUR COMMISSIONERS

DEPRECIATION

FOR THE YEAR ENDED DECEMBER 31, 1988

- 3 -

DEPRECIATION	Accumulated Dep'n at Dec.31/87	Dep'n 1988	Reduction 1988	Accumulated Dep'n at Dec.31/88
VESSELS				
Derrick Barge, Cargo Master	$ 254,447	$	$	$ 254,447
Ice patrol boat	5,820			5,820
Pilot boat Judge McCombs	19,354			19,354
Sailing programme	44,186	10,960		55,146
40 foot cruiser	91,611	11,743		103,354
Harbour launch - Bertram	12,295	2,459		14,754
	427,713	25,162		452,875
EQUIPMENT ON VESSELS	34,165	1,952		36,117
TOTAL OF VESSELS	461,878	27,114		488,992
EQUIPMENT				
Harbour	26,074	36		26,110
Operational	2,891,393	175,298	4,315	3,062,376
Sheds	173,870			173,870
Other buildings	30,507	471		30,978
Offices	138,274	21,079		159,353
Automotive	103,950	18,890		122,840
Miscellaneous	75,113	15,048		90,161
TOTAL OF EQUIPMENT	3,439,181	230,822	4,315	3,665,688
TOTAL OF VESSELS AND EQUIPMENT	$ 3,901,059	$ 257,936	$ 4,315	$ 4,154,680
TOTAL ALL FIXED ASSETS	$ 18,730,879	$ 1,313,000	$ 4,315	$ 20,039,564

Pannell
Kerr
MacGillivray

CARI-CAN FESTIVAL
HAMILTON

B.
2:30

August 22, 1989

The Chairman,
Finance Committe,
Hamilton City Hall,
Hamilton, Ontario.

Attention: Mr. William McCullough

Re: Cari-Can Festival

Dear Sir:

We, the Cari-Can Committee hereby request standing at the next meeting of the Finance Committee on Tuesday, September 19, 1989 at 2 p.m.

Please advise us as to the confirmation of this request.

Yours truly,
The Cari-Can Festival Committee

J. Henderson Nurre
Festival Chairman

c.c.: Mr. B. Prowse, Secretary, Parks and Recreation
Mr. John Thompson, Secretary, Finance Committee
Mr. Ed Simpson, City Clerk

109 Smith Avenue, Hamilton, Ontario L8L 5P2 • Tel:529-9144 529-9494

FOR INFORMATION

C.

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. D.K. Beattie
Grants Co-Ordinator

DATE: 1989 September 14
COMM FILE:
DEPT FILE:

SUBJECT: CONVENTION/RECEPTION GRANT APPEALS

BACKGROUND:

The Grants Review Group has met and made recommendations on three applicants (*see below) requesting Convention/Reception grants in accordance with the procedures that were approved by City Council February 28, 1989. These procedures allow for the Grants Review Group to apply the funding formula of $4 per participant to a maximum of $1,500 for the Convention/Reception Grants. Once notified of this recommendation the applicant may appeal this decision to the Finance Committee.

As a result of the notification the following applicants have requested an appeal:

Time	Applicant	Grant Request	Recommended Amount
3:00 p.m.	Allied Airborne Association	$ 6,500	$1,500
3:15 p.m.	Hamilton & District Credit Union	5,000	1,500
	Total	$11,500	$3,000

Attached are the grant request and/or supporting material for each applicant.

Note that the conferences for both applicants are going to be held in 1990. The Applicants had requested a decision now on these requests in order to facilitate planning and budgeting for these conferences. The recommended grant amount of $3,000 has been funded from within the 1989 Convention/Reception Grant funds.

Consistent with the appeal procedure the applicants will make a fifteen minute presentation, after which the Committee may ask questions, make comments and take the appeal under advisement. A decision on the appeal should be made prior to the conclusion of the meeting.

The present balance of the Unallocated Grant Funds is $5,700, which would be used to fund any increased grant amounts as a result of the appeals.

*As a post script the third applicant requesting a Convention/Reception grant is the Ontario Provincial Karate Championships. There are 3 annual championships to be held February 24, 1990. Applying the formula of a maximum of $1,500 per championship, the Grants Review Group recommended $4,500. The applicant had requested $4,500 and therefore did not appeal the grant recommendation.

D K Beattie

CANADIAN AIRBORNE FORCES ASSOCIATION

HAMILTON REGION BRANCH

3:00

March 14, 1989

Mayor Bob Morrow
City Hall
Hamilton, Ontario

Your Worship:

We the members of the Hamilton Branch of the Canadian Airborne Forces Association will be hosting The Allied Airborne rendezvous and parade in Hamilton on 15, 16, 17 of June 1990.

This get together is to renew Airborne friendship and to commemorate the Allied Para Drop in Europe on "D" Day and the Rhine Drop in Germany.

We will be hosting present and past Airborne Troopers from all branches of the Canadian Airborne Association, the British Airborne Association, the Polish Airborne, the French and the Dutch Airborne and members of the 82nd and 101st Airborne, U.S.A.

We wish to make the Hamilton Reunion pleasant and memorable, the best Airborne get together yet.

We are enclosing our proposed budget and grant request for your consideration.

Airborne

J. Peacock
Co-ordinator

E. T. Jackson
President
C.A.F.A. Hamilton Region Branch

:sc
Encl.

ASSOCIATION DES FORCES AÉROPORTÉES DU CANADA

PROPOSED BUDGET

Based on Attendance of 400 persons
THE ALL ALLIED AIRBORNE RENDEZVOUS AND PARADE 15, 16, 17 JUNE, 1990

HOST - HAMILTON BRANCH - CANADIAN AIRBORNE FORCES ASSOCIATION

FUNCTION		EXPENSE
Friday-June 15/90	Registration - Meet and Greet reception	
4:00-12:00 P.M.	D.J., Caterer, Hall, & Bar	$2,000.
	PLACE: Artillery Officers Mess	
Saturday-June 16/90	Airborne Annual Meeting	500.
1:00 P.M.	Coffee & Sandwiches	
	PLACE: Artillery Officers Mess	
Saturday June 16/90	Ladies Program	
1:00-4:00 P.M.	Dundurn Castle, Botonical Gardens	
	Transportation, Admission, Lunch	$1,200.
Saturday-June 16/90	DINNER & DANCE	
	Hamilton Convention Centre	
7:00 P.M.-1:00A.M.	Food, Gratuities	$8,000.
	Harry Waller Orchestra	1,400.
	Dinner wine	1,200.
Sunday-June 17/90	Parade and ceramony - Gore Park	
A.M.	Military Band	500.
SATURDAY ~~Sunday~~ June 17/90	Air Show - Mount Hope	
11:30 A.M.-4:00P.M.	Admission	$2,800.
	Lunch	1,000.
	Transportation	1,400.
ADMINISTRATIVE EXPENSES:	VIP Expenses Dinner, Lodging	1,000.
	Advertising, Brochure mailing	1,500.
	TOTAL EXPENSES	$22,500.
REVENUE - 400 Participants @ $30.00		12,000.
REQUEST FOR GRANT FROM REGION		1,500.
TRANSPORTATION TO AIRSHOW - Absorbed by Economic Development Department		1,400.
	TOTAL REVENUE	14,900.
	TOTAL EXPENSES SHORTFALL	7,600.
GRANT REQUEST FROM CITY OF HAMILTON		5,000.

Remaining expenses of $2,600 to be raised from Unit Functions, such as Raffles, Dances, Craft Sales, Etc.

GREATER HAMILTON
REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH

February 14, 1989

Mr. John Peacock
647 Glancaster Road
R.R. #1
Mount Hope, Ontario
L0R 1W0

TREASURY
FEB 20 1989
ROUTE REC'D
E.C.M.
I.R.H.
T.B.
D.D.

Dear Mr. Peacock:

It was indeed a pleasure meeting with you, Ray Patton, Councillor McCulloch and Kevin Beattie this past week regarding your success in attracting to Hamilton "The All Allied Airborne Associations' Reunion" June 15, 16 and 17, 1990.

As you may recall our discussion focused on a number of items dealing with putting on a first-class reunion in Hamilton and the following is as a result of that meeting.

Dates of the Reunion

As per our recent telephone conversation, the preferred dates are June 15, 16 and 17, 1990. These dates will coincide with the Airshow and will definitely compliment the Reunion.

Hotel Accommodations

The Holiday Inn (528-3451) has blocked 150 rooms with check-in on Friday the 15th of June and check-out on Sunday the 17th of June. Mr. Ed Fischer, sales representative of the Holiday Inn has been notified by this department. He will be contacting you in the near future.

Transportation

As a demonstration of our commitment to host your reunion our department will make available up to 6 HSR buses to transport your delegates to the Airshow from Gore Park, immediately following your parade and back to Gore Park on completion of the Airshow. Our department will absorb this cost.

ECONOMIC DEVELOPMENT DEPARTMENT
P.O. Box 910, Hamilton, Ontario, Canada L8N 3V9
119 King Street West, 15th Floor
Tel: Business Development (416) 526-4447, Toronto Direct 694-5732
Tourism and Convention Services (416) 526-4222
Telex 061-8466 Fax: (416) 526-4107

Caterers

Since all of your social functions will be held at the Armories, you may wish to contact the following local caterers and others not listed to quote on their food services.

A & B Catering Inc.
259 Ottawa Street N.
Hamilton, Ontario (416)545-7150

Carmen's Catering Ltd.
1520 Stonechurch Road E.
Hamilton, Ontario (416)574-1480

Chandelier Place
660 Barton St.
Stoney Creek, Ontario (416)643-4291

Hillcrest Caterers
510 Concession St.
Hamilton, Ontario (416)387-3211

Michelangelo Caterers
1555 Upper Ottawa St.
Hamilton, Ontario (416)575-9955

Entertainment

As was mentioned at our meeting, the Canadian Air Command Dance Band may be available for the reunion and perhaps the Airshow as well. The telephone number in Winnipeg is (204)832-1311.

Airshow

As was discussed at a recent meeting with yourself, Mr. Jackson and the Airshow Co-ordinator, Mr. Peter Smurlick, a cost for the provision of a lunch, tent, chairs and admission based on a possible 400 delegates will be calculated and submitted to you by Mr. Smurlick.

Spousal Tours

Our department's Conventions Co-ordinator, Mrs. Dilna Khory, is available to provide assistance with organizing spousal tours/programs as well as theme nights and other social programs.

Attendance Building

A representative from our office would be pleased to attend the 1989 Conference in Oakville to promote the Hamilton 1990 Conference and to provide information about Hamilton to delegates. We will have a picture display, information table, brochures and a video presentation.

Designation of Week by Mayor

Requests for the Mayor to declare and designate "Allied Airborne Association's Week" must be put in writing and submitted to the Mayor's office as soon as possible. The letter should identify the dates requested for the designation as well as the preferred time and place of the Mayor's declaration.

Mayor Robert Morrow
City Hall
71 Main St. W.
Hamilton, Ontario
L8N 3T4

Parade

The Hamilton Wentworth Regional Police Department issues the permit for parades and if approved they notify the City Departments which may be affected. You should contact Staff Sgt. Williams of the H.W.R.P. Department at 522-4925 ext. 254.

Coupons

The Hamilton Downtown Business Improvement Area often prints coupon books which provide discounts at many of the stores downtown. If there is a current coupon book at the time of your conference we would be happy to provide you with a supply of them for your delegates to use.

Grants

As discussed at our meeting Mr. Kevin Beattie will be considering your grant application as soon as you have drafted your budget and determined your financial requirements.

Letters of Invitation

At your request we will obtain letters from Mayor Morrow, Regional Chairman Whynott and Hamilton Airshow Co-ordinator, Peter Smurlick inviting your members to Hamilton in 1990.

Let us know how we can be of further assistance to you. We are looking forward to working with you in making your 1990 Reunion here in Greater Hamilton the best one yet.

Sincerely,

Gabe Macaluso

Gabe Macaluso
Manager
Visitor and Convention Services

GM/ap

cc: Councillor McCulloch
Peter Smurlick
Kevin Beattie

HAMILTON & DISTRICT
CREDIT UNION CHAPTER

3:15

P.O. Box 5065 - Burlington - Ontario L7R 4C2

Monday & Wednesday - 547-8181

TREASURY
JUL. 31 1989

ROUTE		REC'D
E.C.H.		
I.R.H.		
T.W.D.		
N.R.A.		
J.G.H.		
T.B.		
D.D.		

July 19th, 1989

Mr. D. K. Beattie,
Secretary of The Grants Sub Committee,
Treasury department
City Hall
71 Main street West,
Hamilton, Ontario
L8N 3T4

Dear Mr. Beattie:

Please find attached a copy of our proposed budget for the 1990 Annual Meeting of The Credit Union Central of Ontario, which the Chapter will be hosting here, in Hamilton in March 1990.

We originally applied for the grant in 1988 to cover some of our promotional costs in 1989. (Copy attached) The Chapter absorbed these costs, but do require assistance if we are to follow through with our original plans.

We are there for applying for a Grant of $5,000. payable as follows:

December 1989 $2,500. February 1990 $2,500.

As all future plans depend on approval of this grant, a reply at your earliest convenience would be appreciated.

Yours Co-operatively

Pat MacDougall

Mrs. P. MacDougall
President

BUDGET FOR CUCO'S 1990 50th ANNUAL MEETING

Room Rental	$1,300.	Wed. Thurs. Fri. & Sat.
Entertainment	$1,100.	Hospitality Room Piano Player Wed. & Thurs. Hospitality Room Musical Gpr. Friday FAshion Show for Spouses FRi. AM Piper to move delegates between hotels
Refreshments	$1,200	Wed. Thurs. FRi. PM Beverages & Snacks Thurs. Fri. & Sat AM Coffee
Advertizing	$1,000.	Advance Program to mail to all Credit Unions Booklet to Include the following: Map of Hamilton Medical FAcilities Church Services Shopping & Restaurant Guide Other pertinent information BAnner for front of Connaught HOtel Flowers Buttons & incidentals
Miscellaneous	$ 400.	THE UNEXPECTED

Respectfully Submitted for your Approval

Pat MacDougall.

Mrs. P. macDougall, President

LIST OF 1989 Officers

Mrs. P. MacDougall, President
1265 Ontario Street, 1008
Burlington, Ontario
L7S 1X8

John Arnold, Vice President
252 West 16th Street
Hamilton, Ontario
L9C 4C6

Mrs. Anna Sampson, Treasurer
22 Hatt Street
Ancaster, ontario
L9H 2E8

Ted Best,
34 Flanders Drive Box 712,
Waterdown, Ontario
LOR 2HO

HAMILTON & DISTRICT
CREDIT UNION CHAPTER

P.O. Box 5065 - Burlington - Ontario L7R 4C2

November 18th, 1988

547-8181 Ext. 228

Mr. D. K. Beattie,
Secretary of The Grants Sub Committee,
Treasury department,
City Hall,
71 Main Street West,
Hamilton, Ontario
L8N 3T4

Dear Mr. Beattie:

The Hamilton and District Credit Union Chapter have been successful in securing the 1990 Annual Meeting of The Credit Union CEntral of Ontario for Hamilton in March 1990.

This is a real achievement in that the meeting is rarely held outside Toronto and we did beat out Ottawa. There will be approximately 1500 delegates from across Ontario arriving In Hamilton beginning on Wednesday March 28th and ending on Saturday March 31st. Many of these delegates will be spending the four nights in Hamilton thus injecting many dollars into our area.

This is a very special meeting in that it is The Golden Jubilee of The Central. The Central actually had its beginning in Hamilton. The first organizational meeting was held at The Royal Connaught Hotel in MaY 1941.

We in The Hamilton Chapter would like to make this a real success and show them that Hamilton can compete with Toronto when it comes to extending hospitality. To do this we require some financial assistance.

At the 1989 Annual Meeting in Toronto, we would like to host a hospitality suite at The Royal York Hotel, for two nights to promote Hamilton. Based on past years experience this would cost approximately $1,500.

In 1990, here in Hamilton, we feel that we should be welcoming our guests beginning on the Wednesday through Saturday noon at an approximate cost of $3,000.

We estimate miscellaneous expenses of approximately $2,000. to cover advertizing and promotions.

We would therefore like to apply for a grant of $5,000. payalbe as follows:

$1,500. January 1989

$1,000. December1989
$2,500. January 1990

For your information we are enclosing copies of our 50TH Commemorative booklet and our 1987 Annual Report.

A favourable reply at your earliest convenience would be appreciated.

Yours Co-operatively

Mrs. P. MacDougall
PRESIDENT

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR CONVENTION OR RECEPTION GRANT

Each organization applying for a grant is required to complete this form and forward same to Mr. D. K. Beattie, Secretary of the Grants Sub-Committee, Treasury Department, City Hall, 71 Main Street West, Hamilton, Ontario L8N 3T4 (telephone 526-2739).

1. Name, Address and Telephone Number of organization:

   Hamilton and District Credit Union Chapter
   P.O. Box 5065,
   Burlington L7 R 4C2 MAILING ADDRESS ONLY

   P. MacDougall - 547-8181 Ext 228

2. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization. The Hamilton Chapter was organized in 1937 as a non-profti organization whose purpose was and still is to serve as vehicle of communication and provide educational material for the Credit Unions in the area.
   The Chapter Board consists of 15 Directors elected by the Credit Unions in the area. There are presently 78 Credit Unions in the Chapter.
   We operate under the Standard By-laws provided by The Credit Union Central of Ontario.

3. What are the general objects and/or functions of your organization?

   We hold monthly Educational Meetings for the Credit Unions.
   Topics discussed deal with Credit Union operations.
   We act as a liason between the credit unions and The Credit Union Central of Ontario.
   Our meeting provides an opportunity for credit unions in the area to meet and exchange ideas and discuss common problems.

4. a) Amount of the grant request $ $5,000.

   b) Indicate when payment of grant is required.

	Amount	Date
Upon City Council Approval	$1,500.	January 1989
Other Date or Installments	$1,000.	December 1989
	$2,500.	January 1990
	$	

APPLICATION
CONVENTION/RECEPTION

THE CORPORATION OF THE CITY OF HAMILTON

5. Explain briefly the nature of your event to be held for which you are requesting financial assistanct.

SEE ATTACHED LETTER

6. With respect to your event, answer the following:

(a) How many people will be in attendance? 1,500 Plus

(2) of the stated number of people, how many are coming from outside Hamilton? 1,200

(3(What is the date of the event? March 28th through March 31st 1990.

(4) What is the location of the event? Hamilton Convention Centre

7. For what reasons does your organization merit the use of public funds for the purpose indicated above.

We are a non profit organization providing educational material for the Credit Unins in the Hamilton area,thus enabling the credit unions to better serve their members most of whom are Hamilton residents.

We have worked very hard and with out any assistance from anyone have secured this convention for Hamilton. We feel that the amount of revenue this will bring into the community more than justifys our request.

THE CORPORATION OF THE CITY OF HAMILTON

8. What other contributions are being requested or obtained to meet the cost of your event? (Government grants, donations, etc.)

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

Local Credit Unions will be making contributions.

9. Does your organization provide a service for which a charge is made? Some examples are admission fees, membership fees, and rental charges. If answer is "Yes", give details.

NO

10. Will assistance be requested from the City of Hamilton in future years in this respect?

NO

11. List the Executive Officers of your organization:

Name and Title	Address	Telephone Number Business	Home
Patricia macDougall, President	1265Ontario St.1008 Burlington L7S 1X8	547-8181	632-8379
Charlene Sotola V/President	2300 Highway # 6	547-2551	679-6856
Jessie Knox Treasurer	103 Organ Crescent	528-2511	575-7932
Anna Sampson Secretary	22 hatt St Ancaster	528-7568	627-3113

Date
November 18th,1988

Name and Title of Officer Making Application
PATRICIA MACDOUGALL, PRESIDENT

P. M. MacDougall

Signature of Officer Making Application

547-8181-228

Telephone Number

Tuesday, 1989 August 22
2:00 o'clock p.m.
Room 233, City Hall

The Finance Committee met.

There were present: Alderman Wm. M. McCulloch, Chairman
Alderman D. Drury, Vice-Chairman
Alderman T. Cooke
Alderman G. Copps
Alderman F. Lombardo
Alderman J. Smith
Alderman J. Gallagher
Alderman T. Murray

Absent with Regrets: Mayor R. M. Morrow, City Business

Also present: Mr. L. Sage, Chief Administrative Officer
Mr. R. Hammel, Manager of Budgets
Mr. T. Bradley, Manager of Purchasing
Mr. M. Watson, Manager, Real Estate Division
Mr. J. Thompson, Secretary

1. MINUTES

Approval of the Minutes of the Meeting held 1989 July 18

The minutes of the last regular meeting of the Finance Committee held 1989 July 18 were received and adopted as circulated to the Members.

2. MANAGER OF PURCHASING

Approval of Various Purchase Orders

(a) Replacement of One (1) Mini Window Van Unit

As outlined in a report of the Manager of Purchasing dated 1989 July 18, the Committee agreed to submit the following recommendation to City Council for approval.

That a purchase order be issued to Holland Chev Olds Inc., Burlington, in the amount of $18 647.27 for the replacement of one (1) mini window van unit no. 9008, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's Tender.

NOTE: Lowest acceptable of four (4) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account No. RF55006 25201.

(b) Replacement of One Yard Cement Mixer Unit

As outlined in a report of the Manager of Purchasing dated 1989 July 18, the Committee agreed to submit the following recommendation to City Council for approval.

That a purchase order be issued to Jaeger Canada Equipment Limited, St. Thomas in the amount of $20 980 for the replacement of one (1) 6^3 yard cement mixer, unit no. 9456, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's Tender.

NOTE: Lowest of two (2) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account No. RF55006 25201.

Approval of Various Purchase Orders

(c) Purchasing of New Aluminum Body for Fire Department Vehicle

As outlined in a report of the Manager of Purchasing dated 1989 August 03, the Committee agreed to submit the following recommendation to City Council for approval.

That a purchase order be issued to C. E. Hickey and Sons, Hamilton, in the amount of $35 397 for the supply and installation of a new aluminum body for vehicle no. 1659, Hamilton Fire Department.

NOTE: Sufficient funds have been provided in Account No. RF55002 25203, Reserve for Major Repairs.

As it will take approximately 8 weeks to have this pump truck returned to service, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

(d) Refurbishing of Carriage House, Balfour Estate

As outlined in a report of the Manager of Purchasing dated 1989 August 17, the Committee agreed to submit the following recommendation to City Council for approval.

That a purchase order be issued to T.T. & P. Design Consultants and General Contracting Inc. Hampton, in the amount of $36 191 for the refurbishing (roofing, masonry, painting) of the carriage house at the Balfour Estate in accordance with specifications issued by the Manager of Purchasing and Vendor's Quotation.

NOTE: Lowest quotation of three (3) received. Funds provided in Balfour Estate-Chedoke Account No. RF59000 25404

Because this work is weather dependent, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

The Committee also requested Mr. Watson to report back at its next regular meeting on 1989 September 19 with documentation concerning the history of this property and an explanation of the financial implications of the terms and conditions of the agreements that were necessary to provide for the City's participation in the dedication of the Balfour property to the Ontario Heritage Foundation.

(e) Supply and Delivery of Heating Equipment to Fire Station No. 8

Approval of Various Purchase Orders

As outlined in a report of the Manager of Purchasing dated 1989 July 19, the Committee agreed to submit the following recommendation to City Council for approval.

That a purchase order be issued to Emco Supply, Burlington, in the amount of $19 871 for the supply and delivery of heating equipment to Fire Station No. 8, Malvin and Woodward Avenue, and Fire Station No. 12, Wentworth and Mohawk Road, in accordance with specifications issued by the Manager of Purchasing and Vendor's Tender.

NOTE: Lowest of three (3) tenders received. Funds provided in Operating Maintenance Account No. CH56103 31330.

As delivery is eight weeks for this equipment which is to be installed before the heating season, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

3. PURCHASING MANAGEMENT ASSOCIATION OF CANADA NATIONAL CONFERENCE - CONFERENCE REPORT

Conference Report Purchasing Management Association of Canada National Conference

The Committee received a conference report from the Manager of Purchasing regarding his attendance at the National Conference of the Purchasing Management Association of Canada held recently in Calgary.

Alderman Copps commended Mr. Bradley for his thorough and informative report.

3. REPORTING RELATIONSHIP AND ROLES AND RESPONSIBILITY FOR THE INTERNAL AUDITOR

Internal Auditor Reporting Relationship and Roles and Responsibility for the Internal Auditor

As outlined in a report from the Secretary of the Personnel Committee dated 1989 July 27, the Committee approved to review the reporting relationship of the Internal Auditor as well as the roles and responsibilities for this position.

Alderman Gallagher commented that the Internal Auditor should report directly to the Finance Committee and report to and be overseen by the Chief Administrative Officer with respect to basic administrative and management functions.

Mr. Hammel advised that the Treasurer will be submitting a report to the Finance Committee at a later dated. Direction was given that the Personnel Committee be advised when the Treasurer's report is to be considered by the Finance Committee.

Interim Financing of the Total Legal Department Overdraft

4. INTERIM FINANCING OF THE TOTAL LEGAL DEPARTMENT OVERDRAFT

As outlined in a report from the Treasurer dated 1989 August 01, the Committee agreed to submit the following recommendation to City Council for approval.

That the estimated overall shortfall of $75 000 for the Legal Department for the year 1989 be financed by means of an approved overdraft pending a re-examination of accounts with a more specific financing recommendation to be reported by the Treasurer at year end.

Request for Additonal Repair to Fire Department Pumper No. 8

5. REQUEST FOR ADDITIONAL REPAIR TO FIRE DEPARTMENT PUMPER NO. 8

As outlined in a report from the Treasurer and Director of Public Works dated 1989 August 17, the Committee agreed to submit the following recommendation to City Council for approval.

(a) That the replacement of the original body with a new aluminum body to Fire Department Pumper No. 8 in the additional amount of $35 397, be approved.

(b) That this expenditure be charged to Account No. RF55002 25203, Reserve for Major Repairs.

(c) That the total repair cost of $57 272 to Fire Department Pumper No. 8 (including $21 875 for the original approved repair expenditure) be added to the original cost (being $109 506) of the Pumper No. 8 (Vehicle No. 1659) for depreciation purposes.

Approved Settlement of Claims

6. APPROVED SETTLEMENT OF CLAIMS

The Committee approved that the following Summary Report containing a listing and amounts of approved settlement of claims be submitted to City Council in accordance with established policy.

FINANCE COMMITTEE

SUMMARY OF APPROVED SETTLEMENT OF CLAIMS

PLAINTIFF	DEFENDANT	NATURE OF CLAIM	AMOUNT OF SETTLEMENT
Mr. Glavicic	City of Hamilton sts.	Motor Vehicle Accident 1987 September 18	$ 4 000
Ciabattone	City of Hamilton sts.	Motor Vehicle Accident 1987 December 04	City agreed to an Order dismissing this action without costs.

7. It was duly moved, seconded and carried to move in-camera to discuss matters of a confidential nature.

Settlement of Claim

The Committee then moved out of camera and approved the following recommendation in public session.

That the claim of Mr. Lloyd Clarke against the City of Hamilton in connection with a motor vehicle accident with a former City employee be settled by offering a payment of $42 915 by the City to Mr. Clarke, inclusive of all claims for damages, interest and costs.

The meeting then adjourned.

Adjournment

Taken as read and approved,

ALDERMAN WM. M. McCULLOCH, CHAIRMAN
FINANCE COMMITTEE

J. Thompson, Secretary
1989 August 22

Typed by M. J. Walton

ESSEX COUNTY FLOOD RELIEF COMMITTEE

2.

August 10, 1989

Association of Municipalities of Ontario
Convention, August 20-23, 1989

Subject: Presentation: Corporation of the County of Essex
Hospitality Suite, "FLOOD OF THE CENTURY-ESSEX COUNTY" July 20, 1989

Dear friends and neighbours, Municipalities of Ontario:

In the wake of the torrential rains and unparalled flooding that inundated most of the southern sector of Essex County, hundreds of individuals, families and businesses are totalling up damages to homes, businesses and property estimated to be as high as($50,000,000.00) 50 million dollars.

The Government of Ontario has declared the affected areas an official Disaster Area, and the flood relief plan for Southern Essex County will provide $3.00 from the Ontario Treasury for every $1.00 raised by the Essex County Flood Relief Committee.

We need your help!

Every dollar raised locally means four dollars to help our friends and neighbours rebuild their homes and their lives.

We ask that you consider the magnitude of the losses that have incurred and give generously. Every dollar, no matter how large or small, will help.

Please make your cheque payable to the:

ESSEX COUNTY FLOOD RELIEF FUND
P.O. BOX 1019
HARROW, ONTARIO
NOR 1G0

Your generosity will be sincerely appreciated and appropriately recognized.

Thank you.

Jim Broderick
Chairman, Fund Raising Committee

ESSEX COUNTY FLOOD RELIEF FUND
P.O. Box 1019, HARROW, ONTARIO N0R 1G0
Telephone (519) 738-6553 · Fax (519) 738-3326

Registered Canadian Charitable Organization No. 0829127-02
Bryan Meyer - Treasurer

OVERVIEW OF DAMAGE - ESSEX COUNTY FLOOD RELIEF COMMITTEE

The hardest hit areas were Colchester South, Harrow, Colchester North, Gosfiled South, Anderdon, Malden, and the Leamington area. In these areas, preliminary estimates indicate 1300 homes affected by surface flooding, 5000 people left their homes and several thousand homes with basement flooding. At least six houses were destroyed, and many roads were washed out. The Union Water Supply station in Ruthven was badly damaged which interupted water supplies. Agricultural damage is also very severe.

CURRENT STATUS

The waters have receded in most areas at this time. There are still some road closures and flooded homes in the overall flood area; and municipalities and homeowners are involved in a major clean-up operation.

SUMMARY - PRELIMINARY ESTIMATE OF DAMAGES

Colchester South- 500 homes surface flooding- 200 homes basement flooding.
- 4-5 road washouts (severe)- dozens of road closures.
- widespread, severe farm field flooding.
- at least three houses destroyed.

Harrow
- 300 homes surface flooding- 300 homes basement flooding.
- numerous road closures.

Colchester North- 150 homes surface flooding- 300 homes basement flooding.
- numerous road closures, widespread, severe farm field flooding.

Gosfield South
- 100 homes surface flooding- 300 homes basement flooding.
- numerous road closures, damage to roads and services.
- widespread farm flooding.

Other Areas Combined

Leamington, Mersea)
Amherstburg)
Anderdon, Malden)
Kingsville)
Essex, Gosfiled North)
Sandwich West)

-250 homes surface flooding
-several thousand basement floodings
-widespread, severe farm flooding

Preliminary Estimated Dollar Value of Damages

Homes and Contents	$22 million
Businesses	3 million
Roads and Bridges	2 million
Public Utilities and Sewers- unknown, at least	2 million
Miscellaneous	1 million
Total Non-Agricultural	$30 million
Agricultural	$10-20 million
Total	$40-50 million

3.

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. D. W. Vyce
Director of Property

DATE: 1989 September 14
COMM FILE:
DEPT FILE: 50.11.22
(2719)

SUBJECT: **Major Maintenance to Civic Buildings**

RECOMMENDATION:

(a) That the project, Major Maintenance to Civic Buildings at a gross cost of $250,000.00 as provided for in the 1989 portion of the 1989-1993 Capital Budget be proceeded with at this time.

(b) That the Director of Property be authorized and directed to undertake this work.

(c) That the Co-Ordinating Committee be requested to recommend the method of financing.

D. W. Vyce

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

Funds in the amount of $250,000.00 have been provided for in the 1989-1993 Capital Budget.

BACKGROUND:

The 1989 portion of the Capital Budget provides for an allocation of $250,000.00 to be utilized to maintain and repair the numerous Civic Buildings under our jurisdiction, so as to ensure that occupancy and programming within these premises is not interrupted.

In consultation with Mr. R. Swan, Manager of the Property Maintenance Division of the Property Department, we have developed a list of maintenance items required for our buildings, the costs of which are proposed to be charged to a Capital Account - Major Maintenance to Civic Buildings.

The maintenance monies will provide for the **replacement** of roofs at various locations. These roofs are listed (a) to (e) on Schedule "A" and have been the subject of ongoing minor repairs in the past. They have now reached their total life expectancy and require replacement. Minor Roof **repairs** at various locations are listed on Schedule "B".

A final proposal is to replace the water closet and change room cubicles at the Ryerson Recreation Centre. They are in poor condition and require total replacement and can be considered a health and safety issue. They are nineteen years of age, have rusted substantially and have been the subject of constant repairs over the past number of years.

We will be available at the next meeting of the Committee to respond to any further details you might have with respect to any of our maintenance programs.

Attach.

c.c. Mr. Lou Sage, Chief Administrative Officer

Mr. R. Swan, Manager, Property Maintenance Division

Mr. E. C. Matthews, Treasurer
Attention: Mr. B. Hotrum

Mr. J. Schatz, Secretary, Co-ordinating Committee

Schedule "A"

1989 MAJOR MAINTENANCE-PROPOSALS

Dundurn Castle	Replace main roof	$95,000
Market	Replace roof lower East & West	$45,000
Jimmy Thompson	Replace shingled roof	$14,000
City Hall	Replace roof 7th Floor	$35,000
Parkdale	Re-roof section of Arena	$ 7,000
Various	Misc. roof repairs (see list)	$27,850
Ryerson	Replace Water closets & Change Room Cubicles	$26,000
		$249,850

Schedule "B"

ROOF REPORTS

Inch Park Arena		$1,223.00
Laurier Rec. Centre		$ 997.00
Chedoke Golf & Ski Club House		$ 495.00
Chedoke Golf & Ski Pro Shop		$ 350.00
Chedoke Golf Course Small Buildings		$1,245.00
Eastwood Arena		$1,590.00
Kiwanis Boys Club		$1,583.00
Ryerson Rec. Centre		$ 998.00
Chedoke Golf Course Maintenance Building		$ 295.00
Rosedale Arena		$1,585.00
Sir Allan MacNab Rec. Centre		$1,373.00
Churchill Rec. Centre		$ 895.00
Children's Museum		$ 590.00
Ivor Wynne Stadium		$ 590.00
Storage Building	45 Elgin	$ 555.00
Storage Building	Burlington @ Wellington	$ 295.00
Victoria Park Pool & Stadium		$ 735.00
Property Maintenance Shop		$ 395.00
Football Hall of Fame		$ 160.00
Fire Hall	Mohawk & Upper Wentworth	$ 348.00
Fire Hall	Ray & George	$ 750.00
Fire Hall	Woodward	$ 555.00
Fire Hall	Gage & Queensdale	$ 635.00
Fire Hall	Mohawk & Garth	$ 195.00
Mountain Composite Building		$ 555.00
Huntington Park Rec. Centre		$1.390.00
Coronation Park Arena		$1,690.00
Normanhurst Community Centre		$ 715.00
Pinky Lewis Rec. Centre		$1,685.00
Westmount Rec. Centre		$1,070.00
Walker Pool Change House		$ 595.00
Powell Park Field House		$ 248.00
Montgomery Field House		$ 200.00
Buchanon Park Field House		$ 395.00
Macassa Park Field House		$ 975.00

		$ 27,850.00

4(a)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 September 1
COMM FILE:
DEPT FILE:

SUBJECT: *DEMOLITION OF BUILDINGS - 189 PARK ROW AVE. N.*

RECOMMENDATION:
That a purchase order be issued to Varga Wrecking, Hamilton, in the amount of $16,790 for the immediate demolition of buildings and clean up at the address known as 189 Park Row Avenue North, Hamilton in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation.

NOTE: Lowest available of three (3) quotations received. Funds provided in Account CH 15411 00001, Order of the Building Commissioner.

Because this property has been declared unsafe and must be demolished immediately, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

BACKGROUND: Quotation Analysis

Meszaros Wrecking (Brantford) Ltd,	$12,700.00 *
Varga Wrecking, Hamilton	16,790.00
John Pongracy o/a Brantford Wrecking	17,500.00

* Firm unable to commence work immediately.

This report rescinds the recommendation of the Finance committee, passed by City Council July 25, 1989.

The lowest bidder, Meszaros Wrecking, attempted to proceed with the demolition, but was prevented by the owner through the legal system.

4(b)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 August 30
COMM FILE:
DEPT FILE: T1-9-89

SUBJECT: SUPPLY AND INSTALL DEHUMIDIFICATION SYSTEM, MOUNTAIN ARENA

RECOMMENDATION:
That a purchase order be issued to Boonstra & Reiding, Hamilton, in the amount of $75,628.00 for the supply and installation of Dehumidification System, Mountain Arena, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of three (3) tenders received. Funds provided in Mt. Arena Dehumidification Project Account #CF5200 708941002 ($70,000) and Operation Maintenance Account #CH56103 31330 ($5,628.00).

Because there is a long delivery time for the equipment which is to be installed as early in the winter ice season as possible, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

BACKGROUND: Tender Analysis

Boonstra & Reiding Ltd., Hamilton	$ 75,628.00
Fox Refrigeration Inc., Hamilton	86,529.00
Blenkhorn and Sawle Limited, Hamilton	110,560.00

4(c)

FOR ACTION

SEP 05 1989

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 September 1
COMM FILE:
DEPT FILE: T4-30-89

SUBJECT: REPLACEMENT OF THREE (3) STAKE DUMP TRUCKS, UNITS 9045/6, 9230, CENTRAL GARAGE

RECOMMENDATION:
That a purchase order be issued to Johnston Motor Sales, Hamilton, in the amount of $74,651.64 for the replacement of three (3) Stake Dump Trucks, Units 9045/6, 9230, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of seven (7) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment, Account #RF55003 25201.

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

BACKGROUND: Tender Analysis

Holland Chev Olds, Burlington	$71,021.13 *
Johnston Motor Sales, Hamilton	74,651.64
Carter GM Trucks, Hamilton	74,825.94 *
Mohawk Ford Sales, Hamilton	76,224.12
Robert Slessor Pontiac, Grimsby	76,748.76 **
Eastgate Ford Sales, Hamilton	79,056.00 **
Nethercott Chev Olds, Hamilton	87,085.68

* Units bid are 1989. All other units are 1990.
** Bid without trade-ins

4(d)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 September 14
COMM FILE:
DEPT FILE: T4-33-89R

SUBJECT: REPLACEMENT OF ONE (1) COMPACT EXTENDED CAB PICKUP UNIT #9080, CENTRAL GARAGE

RECOMMENDATION:
That a purchase order be issued to Holland Chevrolet Oldsmobile Inc., Burlington, in the amount of $14,602.09 for the replacement of One (1) Compact Extended Cab Pickup Unit #9080 without trade-in, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of five (5) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account #RF55003 25201.

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

BACKGROUND: Tender Analysis

Holland Chevrolet Oldsmobile Inc., Burlington	$14,602.09
Taylor Chrysler Dodge, Hamilton	15,129.72
Robert Slessor Pontiac Buick Inc., Grimsby	15,499.40
Snowdon Ford Sales Limited, Burlington	16,004.70
Eastgate Ford Sales, Hamilton	16,043.40

4(e)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 August 28
COMM FILE:
DEPT FILE: T4-40-89

SUBJECT: REPLACEMENT OF ONE (1) INTEGRAL WHEEL LOADER BACKHOE UNIT #9402, CENTRAL GARAGE

RECOMMENDATION:
That a purchase order be issued to Dan Greer Enterprises, Burlington, in the amount of $56,945.16 for the replacement of One (1) Integral Wheel Loader Backhoe Unit #9402, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of three (3) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account #RF55006 25201.

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

BACKGROUND: Tender Analysis

Dan Greer Enterprises Ltd., Burlington	$56,945.16
Case Power & Equipment, Grimsby	70,882.56
Bryan's Farm & Industrial Supply, Puslinch	70,945.20

4(f)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 September 14
COMM FILE:
DEPT FILE: T10-6-89

SUBJECT: REPLACEMENT OF ONE (1) CLASS "A" 5,000 L/MIN TRIPLE COMBINATION PUMPER, UNIT #1634, HAMILTON FIRE DEPARTMENT

RECOMMENDATION:
That a purchase order be issued to Amerteck Inc., Woodstock, in the amount of $228,640.00 for the replacement of One (1) Class "A" 5,000 L/Min Triple Combination Pumper, Unit #1634 for the Hamilton Fire Department, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of two (2) tenders received. Funds provided in Reserve for Mobile Equipment Account #RF55001 25201.

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

BACKGROUND: Tender Analysis

Amerteck Inc., Woodstock	$228,640.00
Pierre Thibault Truck, Pierreville	262,403.00

49

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley
Manager of Purchasing

DATE: 1989 September 14
COMM FILE:
DEPT FILE: T1-7-89

SUBJECT: ENERGY AUDIT, FIVE (5) RECREATIONAL FACILITIES

RECOMMENDATION:
That a purchase order be issued to Enermodal Engineering, Waterloo in the amount of $11,300.00 to conduct an Energy Audit at Five (5) Recreational Facilities in accordance with specifications issued by the Manager of Purchasing and vendor's proposal.

NOTE: Lowest acceptable of four (4) proposals received. Funds provided in 1988 Energy Conservation Account #CF5200 318841101.

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

BACKGROUND: Proposal Analysis

Fenar Group Ltd., Unionville	$ 7,950.00 *
Enermodal Engineering, Waterloo	11,300.00
Engineering Interface Ltd., Toronto	27,500.00
Senercon Energy Consultants, Burlington	34,621.00

* Unacceptable proposal as bidder did not attend site inspections or the required interview

FOR ACTION

5(a)

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. J. Pavelka, P. Eng.
Director of Public Works

DATE: 1989 September [illegible]
COMM FILE:
DEPT FILE: [illegible]

SUBJECT: Request to purchase a 17 h.p. Diesel Powered Standby Generator [illegible] the Greenhouse at Gage Park

RECOMMENDATION:

(a) that approval to purchase a Diesel Powered Standby Generator from the Equipment Centre in the amount of $16,350.12

(b) that this expenditure be charged to account RF 55003 25201 the Reserve for Replacement of Mobile Equipment

NOTE: ~~Lower~~ acceptable of two (2) tenders received.

J. Pavelka, P. Eng. [illegible]
Director of Public Works

E. C. Matthews
Treasurer

FINANCIAL IMPLICATIONS:

Without this generator, if a power interruption were to occur [illegible] the winter months the City could loose hundreds of thousands of dollars [illegible] as there would not be electricity to fire the natural gas fed boilers

Funds are available in account RF 55003 25201 for [illegible]

BACKGROUND:

The present small portable generator does not have the capacity to supply the electrical circuits for the natural gas boilers, which if heat could not be supplied to the Greenhouse during the winter months because of [illegible] electrical interruption the City would loose all the plants which could amount to hundreds of thousands of dollars and a delay in the horticultural operation.

Annualized replacement costs for this unit will be $2,200.00 per year

GK:fh
cc: G. Kerr - Fleet Manager - Fleet Services
J. Pook - Horticulturist

5(b)

FOR ACTION

SEP 05 1989

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1989 August 30
COMM FILE:
DEPT FILE:

SUBJECT: FINANCING SCHOOL CROSSING GUARD - UPPER PARADISE AND MEGNA COURT/GEMINI DRIVE - $2,750

RECOMMENDATION:

That the estimated cost of $2,750 to assign a School Crossing Guard at the intersection of Upper Paradise and Megna Court/Gemini Drive, as approved by City Council August 29, 1989, be funded from the existing School Crossing Guard budget, on an overdraft basis if necessary.

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

- A total of $16,317 will have been used to fund additional guards not originally budgeted for.
- It is anticipated that sufficient savings will occur in the School Crossing Guard budget in 1989 to absorb this additional cost.

BACKGROUND:

City Council at its meeting of August 29, 1989, by item 36(c) of the 14th Report of the Transport and Environment Committee, approved of the above action, and requested the Finance Committee to recommend the method of financing.

5(c)

FOR ACTION

SEP 0 5 1989

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1989 August 30
COMM FILE:
DEPT FILE:

SUBJECT: **FINANCING EMPLOYEE ASSISTANCE PROGRAM INCREASE - $2,380**

RECOMMENDATION:

That the increased cost of $2,380 over budget for the Employee Assistance Program contract, as approved by City Council August 29, 1989, be financed by a transfer from the Contingency account to the appropriate Human Resources account.

E. C. Matthews

FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)

- The 1989 budget for E.A.P. was $61,110; the new contract will cost $63,490 for 1989, a difference of $2,380.
- The Contingency balance after this item will be $56,740.

BACKGROUND:

City Council at its meeting of August 29, by item 5 of the 12th Report of the Personnel Committee, approved of the above action and requested the Finance Committee to recommend the method of financing.

5(a)

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1989 September 15
COMM FILE:
DEPT FILE:

SUBJECT: FINANCING OF B'NAI BRITH CHARITY NIGHT
PROVISION FOR TREES AND PLANTINGS

RECOMMENDATION:

That the estimated cost to a maximum of $5,000 for Public Works to provide trees and plantings to the Hamilton Convention Centre for a B'Nai Brith Charity Night be financed by means of an approved overdraft within the Parks Division budget of Public Works pending a re-examination of accounts with a more specific financing recommendation to be reported by the Treasurer at the year end.

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

Accounts to be re-examined at year end for a more specific recommendation for financing should an overdraft occur wihtin the Parks Division total budget.

BACKGROUND:

City Council at its meeting August 29, 1989, approved the authorization for Public Works to provide trees and plantings for this charity night up to a maximum of $5,000. The event took place Thursday, September 14, 1989.

5(e)

AGENDA ITEM NUMBER 5 (E)

INTERNAL AUDITOR AND COMPREHENSIVE AUDITING REPORT

REPORT TO FOLLOW

5(f)

FOR INFORMATION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1989 September 15
COMM FILE:
DEPT FILE:

SUBJECT: 1990 CURRENT BUDGET TIMETABLE AND APPROVAL PROCESS

BACKGROUND:

(1) That the timetable for preparation and review of the 1990 Current Budget Estimates be as follows:

(a) Deadline for completed budget submissions to be returned to Treasury November 3, 1989;

(b) November 6 to December 31, 1989 - Treasury monitors, processes and assembles the budgets to ensure compliance of submissions with guidelines; budgets to be reviewed with Department Heads and Managers of Local Boards;

(c) January 1990 - Department Heads (or representatives thereof) and Political Representatives will meet to determine the methodology for the budget presentation to the Standing Committees;

(d) January 23, 1990 - Finance Committee receives update on Current Budget status and includes an information session on the Current Budget with an invitation to all City Council members to attend;

(e) January 31 to February 23, 1990 - Standing Committees review and approve their respective budgets. This procedure to take place during scheduled meetings or at special meetings called specifically for budgets;

(f) March 20, 1990 - Finance Committee reviews and approves the final estimates and forwards a recommendation concerning the 1990 City mill rates to City Council;

(g) March 27, 1990 - City Council approves the 1990 revenues and expenditures based on a calculated mill rate for City services only;

(h) April 24, 1990 - City Council approves the by-laws establishing the 1990 mill rates for City, Regional and Educational purposes.

1989 September 15

Mr. J. D. Thompson
Secretary, Finance Committee - Page 2

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

N/A

BACKGROUND:

This Current Budget timetable reflects a similar time frame that was experienced in approving the 1989 Current Budget. In addition, the timetable recognizes the time of the approval of the completed 1990-1994 Capital Budget timetable, which is proposed to be completed in February.

The management team has formed a group of department heads and managers to review the process of the current budget. It is anticipated that a joint review of the budget in January will be undertaken by senior staff and political representatives.

Recognizing the holiday season and possible vacation time being taken by staff and elected officials in December, the Standing Committee budget reviews will start in February. This will allow time to update the Finance Committee on the status of the Current Budget. All of City Council should be invited to this Current Budget information session.

Consistent with prior years, the Capital Budget is expected to be finalized prior to the approval of the Current Budget. This will facilitate implementing any possible effects that may occur from the approval of capital projects on the Current Budget.

c.c. Mr. Lou Sage, Chief Administrative Officer
All Department Heads and Managers of Local Boards
All Secretaries of Standing Committees

1989 September 13th

6.

MEMO TO: Alderman W. McCulloch, Chairman
Finance Committee

FROM: Alderman J. Smith, Chairman
Planning and Development Committee

SUBJECT: **Comprehensive Audit - Community Development Department.**

It is my understanding that the Finance Committee, at its meeting to be held Tuesday, 1989 September 19th, will be considering a Report from the City Treasurer respecting the Internal Auditor and the recently completed Comprehensive Audits on the Property Department and the Community Development Department.

As you are aware, the Community Development Department reports to the Planning and Development Committee. No request for input was made in the compiling of the Comprehensive Audit on the Community Development Department to the Planning and Development Committee.

For this reason, I would request that your Committee **REFER** the Comprehensive Audit Report on the Community Development Department to the Planning and Development Committee for review and comment prior to it being considered by the Sub-Committee which has been established to review Internal Audit matters.

JS:dbm
b.c.c. - Mr. J. Thompson, Secretary
Finance Committee
- Mrs. Susan K. Reeder, Secretary
Planning and Development Committee

7.

FOR ACTION

REPORT TO: Chairman and Members
Finance Committee

FROM: John Thompson, Secretary
Finance Committee

DATE: 1989 September 15
COMM FILE:
DEPT FILE:

SUBJECT:

Approved Settlement of Claim.

RECOMMENDATION:

That the attached Summary Report containing a listing and amount of an approved Settlement of Claim be received and that a copy be forwarded to City Council for information in accordance with approved policy.

John Thompson

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

See amount detailed in attached Summary Report.

BACKGROUND:

In order to expedite the Settlement of Claims by outside solicitors and save claim costs due to delays, City Council at its meeting held 1988 July 26, in adopting Section 3 of the TWELFTH Report of the Finance Committee, approved a signing limitation policy authorizing the City Solicitor, Director of Public Works and the Chief Administrative Officer to process and approve Settlement of Claims of up to $10 000. This policy requires that the approved Settlement of Claims be reported to the Finance Committee and City Council for information only.

Attachment

FINANCE COMMITTEE

SUMMARY OF APPROVED SETTLEMENT OF CLAIMS

PLAINTIFF	DEFENDANT	NATURE OF CLAIM	AMOUNT OF SETTLEMENT
Mr. Van Kleef	City of Hamilton ats	Fall 1987 May 01	$500.00

E. A. SIMPSON
CITY CLERK

K. E. AVERY
DEPUTY CITY CLERK

CITY HALL
HAMILTON, ONTARIO
L8N 3T4

THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK

1989 September 15

NOTICE OF MEETING

Finance Committee
Tuesday, 1989 September 19
2:00 o'clock p.m.
Room 233, City Hall

John Thompson

John Thompson, Secretary
Finance Committee

JT:mjw

AGENDA

DELEGATIONS

A.	2:00 o'clock p.m.	Mr. Duncan Beattie, Commissioner Hamilton Harbour Commissioners - Review of Financial Statements of the Hamilton Harbour Commissioners
B.	2:30 o'clock p.m.	Rev. J. Henderson Nurre Festival Chairman Cari-Can Festival
C.	CONVENTION/RECEPTION GRANT APPEALS	
	3:00 o'clock p.m.	Allied Airborne Unit
	3:15 o'clock p.m.	Hamilton and District Credit Union

1. Approval of the Minutes of the Meeting of the Finance Committee held 1989 August 22.

2. ESSEX COUNTY FLOOD RELIEF COMMITTEE

   Request for Donation

3. DIRECTOR OF PROPERTY

   Major Maintenance to Civic Buildings

4. MANAGER OF PURCHASING

   (a) Demolition of Buildings
   189 Park Row Avenue North

   (b) Supply and Install Dehumidification System, Mountain Arena

   (c) Replacement of Three (3) Stake Dump Trucks
   Units 9045, 9046, 9230, Central Garage

   (d) Replacement of One (1) Compact Extended Cap Pickup
   Unit No. 9080, Central Garage

   (e) Replacement of One (1) Integral Wheel Loader Backhoe
   Unit No. 9402, Central Garage

   (f) Replacement of One (1) Class "A" 5 000 L/Min Triple
   Combination Pumper, Unit No. 1634, Hamilton Fire Department

   (g) Energy Audit, Five (5) Recreational Facilities

5. TREASURER

(a) Request to Purchase a 17 h.p. Diesel Powered Standby Generator for the Greenhouse at Gage Park

(b) Financing School Crossing Guard - Upper Paradise and Megna Court/Gemini Drive - $2 750

(c) Financing Employee Assistance Program Increase - $2 380

(d) Financing of B'Nai Brith Charity Night
Provision for Trees and Plantings

(e) Internal Auditor and Comprehensive Auditing (Report to Follow)

(f) 1990 Current Budget Timetable and Approval Process

6. PLANNING AND DEVELOPMENT COMMITTEE

Referral of Comprehensive Audit Report on Community Development for Review and Comment

7. APPROVED SETTLEMENT OF CLAIM

8. NEW BUSINESS

9. ADJOURNMENT

E. A. SIMPSON
CITY CLERK

K. E. AVERY
DEPUTY CITY CLERK

THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK

1989 October 20

NOTICE OF MEETING

Finance Committee
Tuesday, 1989 October 24
2:00 o'clock p.m.
Room 233, City Hall

John Thompson, Secretary
Finance Committee

JT:mjw

AGENDA

1. Approval of the Minutes of the Meeting of the Finance Committee held 1989 September 19.

2. MANAGER OF PURCHASING

   (a) Purchase of One (1) 1990 Chassis To Replace Unit No. 9071, Central Garage

   (b) Supply and Delivery of Galvanized "U" Channel Posts, Purchasing Stores

   (e) Roof Repairs, Route Canada Building, 241 Stuart Street

3. DIRECTOR OF PROPERTY

   Report on Balfour-Baxter Property - Formerly 654 Garth Street (Information Only)

4. TREASURER

(a) Funding of City's Contribution - Art Work at New Eaton Centre

(b) Financing of Air Packs - Culture and Recreation Department

(c) By-law to Assume Street Lighting Plant in Hamilton

(d) Write-off of Outstanding Business Taxes

(e) Status of Reserve Accounts

(f) Replacement of Mobile Equipment

(g) Leasing of Vehicular Fleet

(h) Hamilton Harbour Commissioners (Information Only)

(i) The Report of the City Treasurer Concerning the Municipal Treasurers Association of the United States and Canada (MTA, US&C) Conference Attended at Ottawa, Ontario 1989 August 15 to August 18.
(Information Only)

(j) Per Diem Rate (Information Only)

To be considered by the Legislation Committee 1989 October 23

5. COMPREHENSIVE AUDIT SUB-COMMITTEE - PROGRAMME AND STRATEGY

6. GRANTS CO-ORDINATOR

(a) Decision on Hamilton and District Credit Union Grant Appeal heard by the Finance Committee at its meeting held 1989 September 19 and taken under advisement pending receipt of additional information to clarify application.

7. APPROVED SETTLEMENT OF CLAIMS

8. PRIVATE AND CONFIDENTIAL

See Attached Agenda

9. NEW BUSINESS

10. ADJOURNMENT

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